



REQUEST FOR PROPOSALS

For the Provision of
Group 3 Facilities Improvements

Proposal Due Date & Time:
September 15, 2009 at RFP
Proposal Due Location:
Beaverton School District 48
16550 SW Merlo Road
Beaverton, Oregon 97006

Issued by
Beaverton School District 48
16550 SW Merlo Road
Beaverton, Oregon 97006
August 20, 2009

REQUEST FOR PROPOSAL

Solicitation No: RFP 09-0030

Introduction

The purpose of this Request for Proposals (Solicitation) is to select a qualified Consultant interested in the provision of Group 3 Facilities Improvements.

A non-mandatory pre-proposal conference will be held on **September 3, 2009 at 11:00 AM at Conference Rooms 1 and 2** at the address above.

Interested Consultants must submit a Proposal pursuant to the provisions of this Solicitation to the Purchasing Manager, or designee, at 16550 SW Merlo Road Beaverton Oregon 97006 PRIOR to:

SOLICITATION DUE DATE AND TIME (CLOSING)

September 15, 2009 at 2:00 PM

No public opening will occur; the number of Proposals received, the identity of Consultants, or the contents of any proposal will not be disclosed to the public until all proposals have been evaluated, negotiations completed if required, and a recommendation for Award has been published.

Consultant is solely responsible for ensuring that the District receives its Proposal.

A late Proposal will not be accepted.

Questions and comments regarding this solicitation must be in writing and directed only to the undersigned by email to purchasing@beaverton.k12.or.us, or by FAX 503-591-4139.

Sincerely,



Eric Wicks
Purchasing Manager

PROPOSALS SHALL BE PURSUANT TO THE PROVISIONS OF THIS SOLICITATION

THE DISTRICT MAY REJECT ANY PROPOSAL NOT IN COMPLIANCE WITH ALL PRESCRIBED REQUIREMENTS

PUBLIC CONTRACTING RULES

Solicitation No. RFP 09-0030

1. **INTRODUCTION.** This Solicitation is issued pursuant to ORS 279A, ORS 279C and the Oregon Attorney General Model Rules Division 48. The term "District" or "Owner" throughout this document means the Beaverton School District, the term "Consultant" means an Architect, Engineer, Land Surveyor or provider of Related Services.
2. **FORMAL SELECTION PROCEDURE.** Pursuant to OAR 137-048-0220, the District shall use the formal selection procedure described in this solicitation to Contract with a Consultant when the Estimated Fee is expected to exceed \$150,000.
3. **PRE PROPOSAL CONFERENCE.**
 - a. Purpose. The pre-proposal conference, if held, is conducted with Consultants to explain and discuss the Solicitation requirements.
 - b. Required Attendance. If the District pre-proposal conference is mandatory (as indicated on the introduction page) a proposal submitted by a Consultant who did not attend the mandatory pre-proposal conference would be rejected.
 - c. Statements Not Binding. Statements made by the District's representative at the pre-proposal conference do not change the Solicitation Document unless the District confirms such statements with a Written Addendum.
4. **SOLICITATION REVIEW.** Consultants must carefully review this Solicitation document and are responsible for knowing and understanding all terms and conditions. Unless defects, ambiguities, omissions, or errors are brought to the District's attention by protest pursuant to SOLICITATION PROTEST protests of the Notice of Consultant Selection based on such defects, ambiguities, omissions, or errors late may not be favorably considered.
5. **SOLICITATION PROTEST.** Pursuant to OAR 137-048-00240, Consultants may submit a written protest of anything contained in this Solicitation and may request a change to any provision, specification or contract term contained in the Solicitation, no later than 12:00 noon local time seven (7) calendar days prior to the date Proposals are due. Each protest and request for change must include the reasons for the protest or request, and any proposed changes to the Solicitation provisions, specifications or contract terms. District will not consider any protest or request for change that is submitted after the submission deadline. Protest shall be delivered to the Purchasing Manager by Fax (503) 591-4139, Email (purchasing@beaverton.k12.or.us), or hand delivered to 16550 SW Merlo Road, Beaverton, OR. Any changes to Solicitation will be made in issued Addenda pursuant to paragraph 8 in this section.
6. **AWARD SELECTION PROTEST.** Pursuant to OAR 137-048-00240, Consultants may Protest Consultant Selection.
 - a. Single Award. In the event of an award to a single Consultant, District shall provide to all Consultants a copy of the selection notice that District sent to the highest ranked Consultant. A Consultant who claims to have been adversely affected or aggrieved by the selection of the highest ranked Consultant may submit a written protest of the selection to District no later than 12:00 noon local time seven (7) calendar days after the date of the notice of intent to award a contract. A Consultant submitting a protest must claim that the protesting Consultant is the highest ranked Consultant because the Proposals of all higher ranked Consultants failed to meet the requirements of the Solicitation or because the higher ranked Consultants otherwise are not qualified to perform the Architectural, Engineering and Land Surveying Services or Related Services described in the Solicitation.
 - b. Multiple Award. In the event of an award to more than one Consultant, District shall provide to all Consultants copies of the selection notices that District sent to the highest ranked Consultants. A Consultant who claims to have been adversely affected or aggrieved by the selection of the highest ranked Consultants may submit a written protest of the selection to District no later than 12:00 noon seven (7) calendar days after the date of the selection notices. A Consultant submitting a protest must claim that the protesting Consultant is one of the highest ranked Consultant's because the Proposals of all higher ranked Consultants failed to meet the requirements of the Solicitation, or because a sufficient number of Proposals of higher ranked Consultants to include the protesting Consultant in the group of highest ranked Consultants failed to meet the requirements of the Solicitation. In the alternative, a Consultant submitting a protest must claim that the Proposals of all higher ranked Consultants, or a sufficient number of higher ranked Consultants to include the protesting Consultant in the group of highest ranked Consultants, otherwise are not qualified to perform the Architectural, Engineering and Land Surveying Services or Related Services described in the Solicitation.
 - c. Effect of Protest Submission Deadline. District will not consider any protest that is submitted after the submission deadline.
 - d. Resolution of Protests. The Purchasing Manager shall resolve all timely submitted protests within a reasonable time following District's receipt of the protest and once resolved, shall promptly issue a written decision on the protest to the Consultant who submitted the protest. If the protest results in a change to the Solicitation, District shall revise

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the Solicitation accordingly and shall issue an addendum in accordance with these rules. If the protest results in a change that effects the Solicitation beyond the ability to issue an addendum to correct the issues raised in the protest, the District may cancel the Solicitation and re-advertise after correction of the issue(s).

7. **SOLICITATION CANCELLATION.** Pursuant to OAR 137-048-0250 the District may cancel, delay or suspend a solicitation, or reject all Proposals, if the District believes it is in the public interest to do so. In the event of any such cancellation, delay, suspension or rejection, the District is not liable to any Consultant for any loss or expense caused by or resulting from any such cancellation, delay, suspension or rejection. Consultants responding to solicitations are responsible for all costs they may incur in connection with submitting Proposals.
8. **ADDENDA.**
 - a. Issuance; Receipt. The District may change this Solicitation only by Written Addenda. A Consultant must provide written acknowledgement of receipt of all issued Addenda on the space provided on the Consultant Certification Form.
 - b. Notice and Distribution. The District will notify all known Consultant's via facsimile or Email of any Addenda. The District will also post Addenda on the District Purchasing Department web page, and will send Addenda to the plan centers listed on the Introduction page.
 - c. It is the Consultants' responsibility to inquire about Addenda; Consultants should frequently check with the District until the Solicitation Closing (due date and time) about any Addenda issued, i.e., at least once weekly until the week of Closing and at least once daily the week of the Closing.
 - d. Timelines; Extensions. The District must issue Addenda within a reasonable time to allow prospective Consultants to consider the Addenda in preparing their Proposal. The District may extend the Closing if the District determines prospective Consultants need additional time to review and respond to Addenda.
9. **ADDITIONAL REQUIREMENTS.** Pursuant to OAR 137-048-0220(4)(a):
 - a. Subsection (F) the District reserves the right to seek clarifications of submitted Proposals, which may or may not affect the evaluation scoring criteria.
 - b. Subsection (G) the District reserves the right to negotiate a final Contract that is in the best interest of the District.
 - c. Subsection (H) the District reserves the right to reject any or all Proposals and the right to cancel this Solicitation at anytime if doing either would be in the public interest as determined by the District;
 - d. Subsection (I) Consultants responding to this Solicitation do so solely at their expense, and the District is not responsible for any Consultant expenses associated with the Solicitation;
 - e. Failure of the District to insist on strict performance shall not constitute a waiver of any of the provisions of this Solicitation or resulting Contract or waiver of any other default of the Contractor.

STATEMENT OF WORK
Solicitation No. «BidType» «BidNumber»

1. SCOPE.

- a. The purpose of this Solicitation is to establish an Architectural Services Contract or a Personal Services Contract (as applicable) with the selected Consultant.
- b. The selected Consultant shall provide all labor, materials, plant, equipment, transportation and other facilities and services as necessary and/or required to execute all of the Work.

2. HISTORY.

- a. Beaverton School District is Oregon's third largest school district serving a 57 square mile area of eastern Washington County and the City of Beaverton. The District has 63 buildings: consisting of thirty three elementary schools, eight middle schools, five high schools, eight specialty education, and nine ancillary support facilities comprising some 4.4 million square feet of occupied space. The buildings range in age from 1915 to present.
- b. The District is in an aggressive capitals improvement program adding two new elementary schools, expanding capacity at ten schools, and adding a new specialty high school. The program also includes a series of physical facility improvement projects and educational facility improvement projects enhancing most of the District's schools.

3. GENERAL BACKGROUND / SERVICES REQUIRED. Project Description – This Project, “Group 3” is a collection of educational and physical facility improvements at 13 schools and is part of Beaverton School District’s (BSD) 2006 Construction Bond Program. It is the third in a series of similar project groupings which will provide improvements at the following school facilities: (See Attachment #1 for school layouts)

- | | |
|--|---|
| <p>A. Bethany ES</p> <ul style="list-style-type: none">• Install new emergency generator <p>B. Cedar Mill ES</p> <ul style="list-style-type: none">• Replace fire alarm system <p>C. Errol Hassell ES</p> <ul style="list-style-type: none">• Install hard walls around library <p>D. Greenway ES</p> <ul style="list-style-type: none">• Install hard walls <p>E. McKay ES</p> <ul style="list-style-type: none">• Replace domestic water piping• Replace heating units at lower end of bldg• Replace roofing• Replace plumbing fixtures in North hallway• Upgrade ventilation in health room• Upgrade hallway finishes• Repair countertops/cabinets in Main Office• Replace steam boilers with condensing• Replace condensing water heater <p>F. Nancy Ryles ES</p> <ul style="list-style-type: none">• Install new emergency generator• Install hard walls open to library• Replace roofing <p>G. Oak Hills ES</p> <ul style="list-style-type: none">• Replace domestic water piping• Upgrade fire panel• Replace restroom sinks <p>H. Raleigh Hills ES</p> | <ul style="list-style-type: none">• Replace clock system <p>I. Raleigh Park ES</p> <ul style="list-style-type: none">• Replace Fire Alarm System <p>J. Rock Creek ES</p> <ul style="list-style-type: none">• Replace boiler & hot water tank• Replace window glazing• Install hard walls• Replace boiler <p>K. Terra Linda ES</p> <ul style="list-style-type: none">• Install hard walls in modular building <p>L. Westview HS</p> <ul style="list-style-type: none">• Upgrade acoustics in choir room <p>M. Whitford MS</p> <ul style="list-style-type: none">• Replace fixtures in boy’s locker room• Replace domestic water piping• Add whiteboards in 10 classrooms• Condensing water heater• Condensing boiler• Retrofit HVAC controls |
|--|---|

SCHEDULE

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3.1 Description of Services – BSD requires an integrated team to design, bid and assist the District in constructing the “public improvements” at the 13 schools sites. Services required include architectural and engineering associated with developing construction documents, permitting and construction administration. Eight of the school sites are within Washington County’s jurisdiction and five are within the City of Beaverton jurisdiction. The District anticipates designing and bidding the construction in three distinct groupings based on location, scope and jurisdiction.

Package A includes Errol Hassell, Greenway, Bethany, Nancy Ryles, Terra Linda, Oak Hills & Rock Creek for hard wall additions, roof replacement and construction of emergency generators.

Package B includes Oak Hills, Rock Creek, Westview, Raleigh Hills, Raleigh Park & Cedar Mill for

Package C includes McKay and Whitford for mechanical, electrical, and plumbing work and roofing replacements.

3.2 Approach. Current approach is to select one, two, and/or three architectural/engineering consultant teams to design and prepare construction documents for the three construction packages. Proposers may propose on one, two, or all three of the construction packages.

3.3 SB1149. The work includes SB1149 funding components at Rock Creek, McKay and Whitford. The District requires that the scope and fee associated with the SB1149 work during both design and construction be separately identified and invoiced.

3.4 Jurisdiction. Working with Washington County Development Services and City of Beaverton Development Services jurisdictions should be emphasized in the proposal. District experience suggests the Authorities Having Jurisdiction (AHJ) is taking significantly longer to process construction documents thru Plan Check. When construction phase work begins in mid June 2010 District expects building permits to be fully in place.

3.5 Estimated Project Cost. The current project estimate includes all consultant, permit, and construction contractor costs, and is established at \$9M

3.6 Estimated Time. The following are the estimated time period during which the Project is to be completed. We expect the design effort to begin in late September. Current estimated milestones include:

- Award A/E contract(s) – Sep 30, 2009
- Complete schematic design phase – Oct 31, 2009
- Complete design development phase – Dec 15, 2009
- Complete construction document phase – Feb 15, 2010
- Begin bidding phase – April 15, 2010
- Award construction contract – June 1, 2010
- Construction substantial completion – Aug 20, 2010

4. **CONDITIONS OR LIMITATIONS.** The District reserves the exclusive right to select a firm that it deems appropriate for each construction package. If a proposer has proposed on multiple construction packages it will be the District’s sole determination if a proposer is selected for one or multiple construction packages.

5. **CONTRACT.**

- a. The provisions of the sample Architectural Services Contract or sample Professional Services Contract (as applicable) are in addition to the requirements set forth in this solicitation document and are incorporated by reference (see Enclosures).
- b. Proposers are advised to thoroughly review and familiarize themselves with the standard contract. Certain contract terms reflect state statute and may not be altered.
 - i. If a Proposer takes exception to any of these terms it is advised to protest such pursuant to paragraph 5 under the Public Contracting Rules Section of this Solicitation.
 - ii. At minimum, the proposal must reflect in writing, any exceptions to specific terms and conditions. The District may reduce the score of, or reject, a proposal with significant exceptions to terms and conditions.
- c. If the selected Consultant does not take either one of the two steps in b. above, the Consultant will be expected to sign a contract including all standard terms and conditions contained in the sample contract.

SCHEDULE

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- d. Personnel substitution – If the consultant must substitute personnel included in the original proposal they shall obtain written District approval of substituted personnel, prior to substitution.
6. **DATES.** The milestones for the selection process are set forth below. The dates are approximate but will be followed to the extent reasonably possible. The purpose of this schedule is for Consultant information only. Required dates for submittals and any other activities are provided elsewhere in this Solicitation.

<u>Project Milestone</u>	<u>Completion Date</u>
Advertise Solicitation	August 24, 2009
Solicitation document available	August 20, 2009
Pre-proposal conference	September 3, 2009 – District Office
Deadline for Questions	September 8, 2009 12:00 PM
Deadline for proposal protests	September 8, 2009 12:00 PM
Issue Addenda	September 9, 2009
Submit Proposals	September 15, 2009 2:00 PM
Interviews (if held)	Week of September 21, 2009
Notice of Intent to Award	September 28, 2009
Other Dates	
Notice to Proceed	October 5, 2009
Begin Services	October 6, 2009
Completion Date	October 29, 2010

PROPOSAL SUBMISSION FORMAT REQUIREMENTS

Solicitation No. RFP 09-0030

1. **INTRODUCTION.** This section prescribes the mandatory submission format for the presentation of a Proposal in response to this Solicitation. The purpose of the submission format is to ensure uniformity of the information from each Consultant and to aid in clear understanding and evaluation of each proposal.
2. **PROPOSAL SUBMISSION FORMAT.** A Consultants submitted Proposal:
 - a. Shall include an ORIGINAL and FOUR (4) complete copies as well as an electronic copy in PDF format of the Proposal.
 - b. Should be typewritten on 8-1/2 x 11 size paper, two-sided and stapled in the upper left corner; elaborate art work, expensive paper or binders, and expensive visuals are not necessary. Brochures or other promotional presentations beyond that sufficient to present a complete and effective Proposal are not desired.
3. **PROPOSAL CONTENT REQUIREMENTS.** Consultants must provide a reply to each of the following items. Proposal response must be in the same order as presented below:
 - a. The Consultant Certification form (see attachments) shall be completed and submitted as the cover of the Consultant's response.
 - b. Provide a brief but concise response to each of the following criteria areas and clearly indicate which construction package(s) proposer is proposing for. If proposing on multiple construction packages indicate how the proposer will separate the services for each. Do not assume the District has any prior knowledge of the Proposer:

APPROACH

- i. Describe the Proposers' knowledge and understanding of the Project and Services described in the Statement of Work Section.
- ii. Define the as shown in Proposers' approaches to staffing and scheduling needs for the services. and
- iii. Define proposed solutions to any perceived design and constructability issues;
- iv. Describe the design philosophy, if applicable, and approach to the services described in the Statement of Work Section;

EXPERIENCE

- v. Describe the Proposers' availability and capability to perform the required services outlined in the Statement of Work Section;
- vi. Describe Proposers' and their sub-consultants demonstrated ability to successfully complete similar services on time and within budget, including whether or not there is a record of satisfactory performance under OAR 137-048-0120 (2) (the Districts or other public agency record of Consultants performance);
- vii. Describe Proposers': Performance history in meeting deadlines; Washington County and City of Beaverton building department permit and deferred submittal performance; Accuracy of cost estimates; Producing high quality work; and Meeting financial obligations;
- viii. Provide the status of any required license or certification;

PERSONNEL

- ix. List the Proposers' key staff to be assigned to the project and describe their experience in providing similar services on comparable projects;
- x. Describe the amount and type of resources, and list the number of experienced staff persons Proposer has available to perform the services described in the Statement of Work Section;
- xi. Show the recent, current and projected workloads of the staff and resources referenced above to be assigned to the project;
- xii. List the proportion of time Proposer estimates that the staff referenced above to be assigned to the project, would spend on the services described in the Statement of Work Section;

SUB-CONSULTANTS

PROPOSAL SUBMISSION FORMAT REQUIREMENTS

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- xiii. List the sub-consultant(s) that would be retained, and their roles with the project, experience of key staff, amount and type of resources, availability, current workload, and proportion of time of key staff related to the services described in the Statement of Work Section;
- xiv. List the sub-consultant(s) key staff assigned to the project, their experience, amount and type of resources, availability, current workload, and proportion of time of key staff assigned to the project related to the services described in the Statement of Work Section;
- xv. Describe the sub-consultant(s) demonstrated ability to successfully complete similar services on time and within budget, including whether or not there is a record of satisfactory performance under OAR 137-048-0120 (2) (the Districts or other public agency record of Consultants performance);
- xvi. Describe sub-consultants': Performance history in meeting deadlines; Washington County and City of Beaverton building department permit and deferred submittal performance; Accuracy of cost estimates; Producing high quality work; and Meeting financial obligations;

FEE

- xvii. Pricing Fee proposal; In a separate and appropriately marked envelope (in large block letters "FEE", the Proposer's name, and solicitation number as shown on the Request for Proposal) the Proposer shall provide a lump sum fee for the services described in the Statement of Work Section. There shall be a separate fee for each of the construction packages if proposing on multiple packages. For informational purposes only define the rationale for arriving at the stated lump sum fee, and show a breakdown by work phases – Schematic Design / Design Development / Construction Documents / Bidding / Construction Administration / Post Construction . In addition provide an hourly cost (including burden and mark up) for key personnel and principals for the prime firm and sub-consultants. If a Proposer fails to provide the pricing information in a separate envelope, the Purchasing Manager, or designee, shall separate the pricing information from the other documents and seal it in an envelope.

OTHER

- xviii. Any other criteria that would be relevant to the services described in the Solicitation including, where the nature and budget of the project so warrant, a design competition between competing Proposers.
- xix. Provide a list or any litigation, arbitration, or mediation (pending or settled) the firm has been involved in the last five years in excess of \$10,000. Show the parties, project, amount of dispute, and results,

REFERENCES

- xx. Provide references (agency name, contact name, phone, email, brief description of the project) and written recommendations from past clients – minimum of four;

INTERVIEWS

- xxi. The evaluation committee may elect to interview Proposers if the evaluation committee considers it necessary or desirable. The top ranked firm, or up to three firms if the scoring is very close, may be invited to interview. The interview process will be used to supplement and clarify the information contained in the proposal.

EVALUATION & SELECTION
Solicitation No. RFP 09-0030

1. **EVALUATION OF PROPOSAL.** The District will form an evaluation committee, of at least three individuals to review, score and rank Proposals according to the evaluation criteria set forth in this Solicitation. Evaluation shall be in accordance with the subjective evaluation criteria defined below. The evaluation committee shall provide the Purchasing Manager the results of the scoring and ranking for each proposer.

Evaluation Criteria. Note each items will be scored to a maximum of 5 points

APPROACH

- a. Proposers' knowledge and understanding of the Project and Services.
- b. Proposers' approach to staffing and scheduling needs for the services.
- c. Proposed solutions to any perceived design and constructability issues;
- d. Design philosophy, if applicable, and approach to the services;

EXPERIENCE

- e. Proposers' availability and capability to perform the required services;
- f. Proposers' demonstrated ability to successfully complete similar services on time and within budget, including whether or not there is a record of satisfactory performance under OAR 137-048-0120 (2) (the Districts or other public agency record of Consultants performance);
- g. Proposers': Performance history in meeting deadlines; Washington County and City of Beaverton building department permit and deferred submittal performance; Accuracy of cost estimates; Producing high quality work; and Meeting financial obligations;
- h. Status of any required license or certification;

PERSONNEL

- i. Proposers' key staff assigned to the project and their experience in providing similar services on comparable projects;
- j. The amount and type of resources, the number of experienced staff persons Proposer has available to perform the services;
- k. The recent, current and projected workloads of the staff and resources referenced above to be assigned to the project;
- l. The proportion of time Proposer estimates that the staff referenced above to be assigned to the project;

SUB-CONSULTANTS

- m. The sub-consultant(s) that would be retained and their roles with the project related to the services;
- n. List the sub-consultant(s) key staff assigned to the project, their experience, amount and type of resources, availability, current workload, and proportion of time of key staff assigned to the project;
- o. The sub-consultant(s) demonstrated ability to successfully complete similar services on time and within budget, including whether or not there is a record of satisfactory performance under OAR 137-048-0120 (2) (the Districts or other public agency record of Consultants performance);
- p. Sub-consultants': Performance history in meeting deadlines; Washington County and City of Beaverton building department permit and deferred submittal performance; Accuracy of cost estimates; Producing high quality work; and Meeting financial obligations;

FEE

- q. Fee proposal (points to be assigned on a ratio method the lowest cost receives the maximum points allowed all other proposals receive a percentage of the points available based on their cost relationship to the lowest);

OTHER

- r. Any other criteria that is relevant to the services described in the Solicitation including, where the nature and budget of the project so warrant, a design competition between competing Proposers.
- s. Provide a list or any litigation, arbitration, or mediation (pending or settled) the firm has been involved in the last five years in excess of \$10,000. Show the parties, project, amount of dispute, and results.

REFERENCES

- t. References (agency name, contact name, phone, email, brief description of the project) and written recommendations from past clients – minimum of four. Data obtained from provided references and any other reference check performed by the evaluation committee will bear on the Proposers' ranking.

EVALUATION & SELECTION
Solicitation No. RFP 09-0030

2. INTERVIEW.

- a. The evaluation committee may elect to interview Proposers if the evaluation committee considers it necessary or desirable. The top ranked firm, or up to three firms if the scoring is very close, may be invited to interview. The interview process will be used to supplement and clarify the information contained in the proposal.
- b. Interviews, if conducted, will bear on the firms' rankings in the selection process.
- c. Percentage/points assigned during the initial evaluation process may be adjusted by the evaluation committee members, at their discretion, based upon findings from the interviews.
- d. Based upon the proposal scoring, as modified by the interview, and the results of reference checks, the firms will be given final ranking by the evaluation committee. The final ranking will be provided to District Administration for a final decision to award a contract.
- e. Particular details about interviews will be issued to those firms invited. Such interviews/presentations will be at the firm's expense.
- f. The following percent of overall score will be provided to each evaluated section:

Approach	10%
Experience	10%
Personnel	20%
Sub-consultants	15%
Fee	10%
Other	5%
References	15%
Interview	15%

3. **NEGOTIATION.** The District will begin negotiating a Contract with the highest ranked Consultant following the evaluation and interview (if conducted) process. The Fee Schedule for the Consultant in negotiations with the District will be considered in the process.
 - a. The District shall direct negotiations toward obtaining written agreement on:
 - b. Consultant's performance obligations and performance schedule;
 - c. Payment methodology and a maximum amount payable to Consultant for the Architectural, Engineering and Land Surveying Services or Related Services required under the Contract that is fair and reasonable to the District as determined solely by the District, taking into account the value, scope, complexity and nature of the Architectural, Engineering and Land Surveying Services or Related Services; and
 - d. Any other provisions the District believes to be in the District's best interest to negotiate.
 - e. Termination. The District shall, either orally or in writing, formally terminate negotiations with the highest ranked Consultant if the District and Consultant are unable for any reason to reach agreement on a Contract within a reasonable amount of time. The District may thereafter negotiate with the second ranked Consultant, and if necessary, with the third ranked Consultant, and so on, until negotiations result in a Contract. If negotiations with any Consultant do not result in a Contract within a reasonable amount of time, the District may end the particular formal solicitation. Nothing in this rule precludes the District from proceeding with a new formal solicitation for the same Services described in this Solicitation that failed to result in a Contract.
4. **TIES AMONG CONSULTANTS.** Pursuant to OAR 137-048-0230:
 - a. If the District is selecting a Consultant on the basis of qualifications alone and determines after the ranking of Consultants that two or more Consultants are equally qualified, the District may select a candidate through any process that the District believes will result in the best value for the District taking into account the scope, complexity and nature of the Architectural, Engineering and Land Surveying Services. The process shall instill public confidence through ethical and fair dealing, honesty and good faith on the part of the District and Consultants and shall protect the integrity of the Public Contracting process. Once a tie is broken, the District and the selected Consultant shall proceed with negotiations under OAR 137-048-0210(3) or 137-048-0220(4)(c), as applicable.
 - b. If the District is selecting a Consultant on the basis of price alone, or on the basis of price and qualifications, and determines after the ranking of Consultants that two or more Consultants are identical in terms of price or are identical in terms of price and qualifications, then the District shall follow the procedure set forth in OAR 137-046-0300, (Preferences for Oregon Goods and Services), to select the Consultant.



PROPOSER CERTIFICATION
Solicitation No. RFP 09-0030

(Consultant)

(physical address)

(city, state, zip)

1. The Consultant certifies that he or she has read and understands all terms and conditions of this solicitation.
2. The Consultant acknowledges that the person that signs this Certification is fully authorized to sign on behalf of the Consultant listed and to fully bind the Consultant to all conditions and provisions thereof.
3. The Consultant certifies that Consultant has complied or will comply with all requirements of local, state, and national laws, and that no legal requirement has been or will be violated in making or accepting this RFQ.
4. The Consultant holds a certificate from the Oregon State Board of Architectural Examiners, the Oregon State Landscape Architects Board, or the Oregon Board of Examiners for Engineers as applicable: Registration #:_____.
5. The Consultant, pursuant to ORS 279A.120 (1), (check one) is_____/is not_____ a resident Bidder. If not, indicate State of residency _____.
6. The Consultant certifies that it has not discriminated and will not discriminate, in violation of ORS 279A.110, against any minority, women or emerging small business enterprise in obtaining any required subcontract.
7. The Consultant agrees to comply with Oregon tax laws in accordance with ORS 305.385.
8. The Consultant acknowledges receipt of the following addenda: (List by number and date appearing on addenda.)

Addenda Number	Date	Addenda Number	Date
_____	_____	_____	_____
_____	_____	_____	_____

Respectfully submitted this _____ day of _____, 20____.

Signature: _____

Name: _____ Phone: _____
(print/type)

Title: _____ Fax: _____

Email Address: _____

ENCLOSURES:
Architectural Service Contract or
Professional Services Contract

sample – do not return with response

THIS ARCHITECTURAL SERVICES CONTRACT made and entered into on the date written below, between **Beaverton School District #48**, acting through its Board of Directors, sometimes called herein "District," and _____ herein called "Architect."

WITNESSED:

The terms and conditions contained herein, in the attached Architectural Services Contract Conditions (Exhibit A), and in the attached Architect Submittal Requirements and Milestones (Exhibit B), are made a part of this Contract. The parties hereto covenant and agree as follows:

1. **ACCEPTANCE OF PROPOSAL:** District hereby accepts Architect's Proposal dated _____ for the Work in accordance with and as described in the Request for Proposal _____ which is hereby incorporated herein by reference.

The services performed by the Architect, Architect's employees and Architect's consultants shall be as enumerated in Articles 2 and 3 of the Contract Conditions.

The Architect's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the Project. Within 10 days of executing this Contract, the Architect shall provide a written schedule for performing the services outlined herein. It is anticipated that Schematic Design will be complete by: _____ Design Development by: _____ Construction Documents by: _____.

The Architect hereby designates: _____ as its representative authorized to act on behalf of the Architect with respect to this Contract. This person shall not be changed without the written acceptance of the District which shall not be unreasonably withheld.

2. **MAXIMUM ALLOWABLE CONSTRUCTION COST:** The Maximum Allowable Construction Cost (MACC) is hereby established as the fixed limit for constructing the Project designed, specified, selected or specially provided for by the Architect. Architect's estimates shall not exceed the MACC for the Project unless the District approves otherwise in writing. The MACC includes the cost of labor, materials, and equipment necessary to complete the construction contract, at current market rates, including a reasonable allowance for overhead and profit. The MACC does not include professional fees, construction contingencies, and the cost of the land, rights-of-way or other costs which are the responsibility of the District.

The MACC for the Project is: _____.

The Architect shall promptly notify the District if for any reason the Architect believes that the Construction Cost of the project will exceed its MACC. The District may change the MACC at any time prior to bid opening and give notice of the change to the Architect. If the District makes a substantial change to the MACC during the Construction document Phase, the District and Architect will negotiate a change in the Architect's compensation based upon the additional effort required by the Architect in adjusting the design to comply with the revised MACC which shall be an Additional Service. The MACC will not change after bids are opened.

In observing its responsibility to comply with the District's MACC, the Architect shall avoid allowing increases to the scope of Work as outlined in the program. Any changes to the program must be accomplished through use of a design change order, approved by the District, which includes any applicable change in the MACC.

3. **BASIS OF COMPENSATION:** For Basic Services, as described in Article 2 of the Contract Conditions, the District agrees to pay the Architect the lump sum amount of: _____.

This amount shall not be changed if the contract for construction is awarded below or above the District's budget or fixed limit. The amount will, however, be adjusted to the extent the (MACC) is changed prior to completion of the Construction Documents Phase.

Additional compensation for changes in the completed Construction Documents ordered in writing by the District shall be an Additional Service. The Architect will not, however, be entitled to additional compensation for costs incurred because of an error, or negligent act or omission of the Architect or its consultants.

The Architect shall be compensated as an Additional Service for services performed in respect to alternate bids only if requested and previously approved in writing by the District.

Costs for Basic Services in each phase shall not exceed the following percentages of the total Basic Compensation payable:

Pre-Design/Programming Phase:	Negotiated Not to Exceed Sum	
Schematic Design Phase:	Twenty percent	(20%)
Design Development Phase:	Twenty percent	(20%)
Construction Documents Phase:	Thirty Five percent	(35%)
Bidding or Negotiation Phase:	Three percent	(3%)
Construction Phase:	Twenty percent	(20%)
Post-Contract Phase	Two percent	(2%)
Total Basic Compensation:	One Hundred percent (100%)	

4. **COMPENSATION FOR ADDITIONAL SERVICES:** Fees for additional services, either Contingent or Optional as defined in Article 3 of the Contract Conditions, must be authorized in writing by the District in advance of the provision of these additional services. The fee shall be a lump sum amount determined by defining the anticipated tasks, and time to complete the tasks times the hourly rates provided within the proposal plus the required cost of consultants. For additional services of consultants, a multiple of one-point one (1.1) times the amounts billed to the Architect for such services.
5. **REIMBURSABLE EXPENSES:** For Reimbursable Expenses, as described in the Contract Conditions as Reimbursable Expenses, a multiple of one point one (1.1) times the expenses paid by the Architect, the Architect's employees and consultants directly related to the Project. Reimbursable Expenses shall not exceed: \$_____ without the prior written authorization of the District.
6. **ADDITIONAL PROVISIONS:** If the Basic Services covered by subsequent Project Work Authorizations through the Construction Phase have not been completed within six (6) months of the date defined therein, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as outlined above. The District may extend this completion period to a mutually agreed period within six months of the expiration of this Agreement.

Payments are due and payable thirty (30) days from the date of the Architect's invoice. Amounts unpaid sixty (60) days after the invoice date shall bear interest at the rate of 1% over the Prime Interest Rate as established for the San Francisco Federal Reserve Bank at the time of invoice.

The rates and multiples set forth for in the Proposal shall be adjusted annually at the renewal of the Contract and shall not exceed 5%.

7. **CONTRACT TIME:** Time is of the essence of this Contract. The term of this Contract expires: _____ and may be amended per OAR 137-48-0320.
8. **PERFORMANCE:** The Architect for itself and for its heirs, executors, administrators, successors, and assigns, does hereby agree to the full performance of all the covenants herein contained upon the part of the Architect.
9. **LIMIT OF LIABILITY:** Except as expressly provided herein, no liability shall attach to the District by reason of entering into this contract. Architect acknowledges that the provisions of the Oregon Tort Claims Act (ORS 30.260-30.300) apply to the obligations of the District, and any such obligation shall be limited as provided in the applicable provisions of the Oregon Tort Claims Act and other applicable law notwithstanding any other provision of this Agreement seemingly to the contrary.
10. **FULL AGREEMENT:** This Contract and Attachments constitute the final expression of the agreement of the parties and supersedes all previous agreements and understandings relating to the Work. This Contract may not be altered, amended, or modified except by written instrument signed by the duly authorized representatives of both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed this _____ day of _____, 20____.

BEAVERTON SCHOOL DISTRICT #48
16550 SW Merlo Road
Beaverton, Oregon 97016

ARCHITECT

Project Manager/Contract Manager Date

SIGNATURE OF PERSON AUTHORIZED
TO BIND CONSULTANT

Cost Center Authority Date

PRINTED NAME

Department Administrator (if in excess of \$150,000) Date

TITLE

Purchasing Manager Date
Not a valid Contract until all signatories are complete

ADDRESS

CITY STATE ZIP

TELEPHONE NUMBER FAX NUMBER

EMAIL ADDRESS

FEDERAL TAX IDENTIFICATION NUMBER

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sample – do not return with response

INSURANCE COVERAGE REQUIREMENTS

The insurance coverage's indicated below are a summary of the minimum requirements acceptable to Beaverton School District. The specific requirements for a project are as outlined in the Contract Documents. A current Certificate of Insurance from a company authorized to provide insurance in the State of Oregon and is rated A VII or better, evidencing these coverage's and naming Beaverton School District as an additional insured must be on file in our office prior to the commencement of work or payment on any Beaverton School District project.

It is preferred that the certificate of insurance be on the Accord form. Other certificates of insurance will be accepted provided the required coverage is clearly evidenced.

☒ INDICATES THAT TYPE OF INSURANCE IS REQUIRED

TYPE OF INSURANCE		LIMITS OF LIABILITY		
		Each Occurrence	Aggregate	
GENERAL LIABILITY – OCCURRENCE FORM				
☒	Comprehensive Form	Bodily Injury	\$1,000,000	\$2,000,000
☒	Premises - Operations	Property Damage	\$1,000,000	\$2,000,000
☒	Products & Completed Operations			
☒	Contractual Liability			
☒	Contractors Pollution Liability			
AUTOMOBILE LIABILITY				
☒	Comprehensive Form	Bodily Injury (Each Person)	\$1,000,000	
☒	Owned	Bodily Injury (Each Accident)	\$1,000,000	
☒	Hired	Property Damage OR	\$1,000,000	
☒	Non-Owned	Bodily Injury & Property Damage Combined Single Limit	\$1,000,000	
EXCESS LIABILITY (Over and above automobile and general liability)				
	Umbrella Form	Bodily Injury/Property Damage Combined	\$5,000,000	
☒	WORKER'S COMPENSATION		Per Oregon Revised Statues	
☒	EMPLOYER LIABILITY		\$500,000	
OTHER				
	Builder's All Risk	Amount of Contract Price	\$	_____
☒	Errors & Omissions (Professional Liability)		\$1,000,000	

The Architect's insurance company must provide a standard certificate of insurance form showing the required coverage and modified to conform to the following endorsement. The following endorsement must also be attached.

INSURANCE ENDORSEMENT

The Architect certifies that the policies listed on the attached Certificate of Insurance are hereby endorsed as follows:

1. Beaverton School District; the Beaverton School District Board of Directors; and all other elected or appointed officials; and all agents and employees of Beaverton School District while acting in their capacity as such, shall be named as additional insured, but only as respects the contract between the above insured and Beaverton School District.
2. This policy(ies) shall be considered as primary insurance and exclusive of any insurance carried by Beaverton School District, and the insurance evidenced by this certificate shall be exhausted first, notwithstanding the fact that Beaverton School District may have other valid and collectible insurance covering the same risk.
3. This policy(ies) shall not be canceled or reduced in coverage until after thirty (30) days written notice of such cancellation or reduction in coverage shall have been mailed to certificate holder.

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ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

1.1 SCHEDULE: Within ten days of the date of the Contract the Architect shall submit for the District's approval a schedule for the performance of the Architect's Services (Services) which may be adjusted by mutual written consent of the parties as the Project proceeds. This schedule shall include allowances for periods of time required for the District's review and for approval of submissions by authorities having jurisdiction over the project. Time limits established by the approved schedule shall not, except for reasonable cause, be exceeded by the Architect or District.

1.2 PERSONNEL: The Services will result in a Project design suitable for its program. The Architect shall be properly licensed in the state of Oregon, equipped, organized, and financed to perform the Services. A principal member of the Architect's firm shall be actively involved in all phases of the Project and the Architect's project manager shall not be changed without the District's consent, unless their employment with the Architect is terminated. Each person who performs the Services shall be experienced and qualified to perform the services they perform. If requested by the District, the Architect shall remove from the Project, without cost to the District or delay to the Project any person whose removal the District reasonably requests.

1.3 CORRECTIONS: The Architect shall, at no cost to the District, promptly and satisfactorily correct any Services reasonably found to be defective or not in conformity with the requirements of this Contract.

1.4 COMPLIANCE WITH LAW: The Architect shall comply, and shall contractually require that the Services of all the Architect's subcontractors and/or consultants of any tier to comply with applicable federal, state and local laws, regulations, codes and orders in existence at the time this Contract is executed allowing for normal and usual interpretations by regulators.

1.5 INDEPENDENT CONTRACTOR: The Architect shall be and operate as an independent contractor in the performance of the Services and shall have control over and responsibility for all personnel performing the Services. The Architect shall perform the Services in accordance with its own methods in an orderly and professional manner. The Architect is not authorized to act as or be an agent or employee of the District, except with respect to matters of interpretation of drawings and specifications, contractor compliance with the same, and review of contractor submittals, protests, claims, etc, but only to the extent as provided for in the Contract. In no event shall the Architect be authorized on behalf of the District: to enter into any Contracts or undertakings; to waive any provisions of the Contract Documents; to receive contractual notice on behalf of the District; to execute any Certificate for Payment, Change Order or other document; to authorize any payments or accept or approve any documents, work, services, goods or materials which result in a change in the Contract Sum or Contract Time without prior written approval of the District.

1.6 COOPERATION: The Architect shall work cooperatively to obtain for the District the improvements covered by the program and scope of Work at the lowest cost consistent with quality workmanship, materials, and durability.

1.7 HOURS OF WORK: To the extent applicable pursuant to ORS 279.316, no person shall be employed for more than eight hours in any one day, or 40 hours in any one week, except in cases of necessity, emergency, or where the public policy absolutely requires it. A laborer shall be paid at least time and a half for all overtime worked in excess of 40 hours in any one week, except for individuals under this Contract who are excluded under ORS 653.010 to 653.261 or under 20 U.S.C. sections 201 to 209 from receiving overtime.

1.8 WORKERS' COMPENSATION: To the extent applicable pursuant to ORS 279.320, all employers working under this Contract are subject employers that will comply with ORS 656.017 (Workers' Compensation), and the Architect shall promptly, as due, make payment to any person, co partnership, association or corporation, furnishing medical, surgical, and hospital care or other needed care and attention incident to sickness or injury to the Architects' employees, of all sums which the Architect agrees to pay for such services and all moneys and sums which the Architect collected or deducted from the wages of employees pursuant to any law, contract or Contract for the purposes of providing or paying for such service.

ARTICLE 2 SCOPE OF ARCHITECT'S BASIC SERVICES

2.1 DEFINITION

2.1.1 The Architect's Basic Services consist of those described in Paragraphs 2.2 through 2.7 and include civil, structural, mechanical and electrical (including low voltage systems such as intercom/paging, clock, security, fire alarm, voice, data) engineering services, landscape architecture (including irrigation), acoustic, audio visual, building envelope, and cost estimating consultants applicable to the requirements of the Project, and any other engineering services necessary to produce a reasonably complete and accurate set of Construction Documents (except to the extent specifically provided by the District). If the project requires privately engineered public improvements, these services will be considered to be part of the Basic Services for the project. Cost estimates, at Schematic Design, Design Development, and 80% Construction Documents are included in basic services.

2.1.2 Before completion of the Construction Document Phase the Architect shall (1) verify and confirm in writing with the appropriate officials what approvals are required from federal, state and local government, and (2) meet with providers of utility services regarding their requirements.

2.2 PROGRAMMING PHASE: In general, this Pre-Design Phase is the stage in which the Architect shall, if Pre-Design is to be provided under the contract, provide programming services, space schematics and flow diagrams, existing facilities surveys, marketing studies, economic feasibility studies and project financing services.

2.3 SITE DEVELOPMENT PHASE: In general, this Site Development Phase is the stage in which the Architect shall, if Site Development is to be provided under the contract, provide or participate in site analysis and selection, site development planning, detailed site utilization studies, on-and off-site utility studies, environmental studies and reports, zoning processing assistance, geotechnical engineering, and site surveying to the extent described in the contract.

2.4 SCHEMATIC DESIGN (SD) PHASE

2.4.1 In general, the Schematic Design Phase is the stage in which the Architect responds to the program requirements.

2.4.2 The Architect shall review the educational and/or other specification and any initial budget furnished by the District and participates with the District in defining the program to ascertain the requirements of the Project and shall arrive at a mutual understanding of such requirements with the District.

2.4.3 The Architect shall provide a preliminary evaluation of the program, schedule and construction budget requirements, each in terms of the other, subject to the limitations set forth in Subparagraph 5.2.1.

2.4.4 The Architect shall review with the District alternative approaches to design and construction of the Project.

2.4.5 Based on the mutually agreed-upon program, schedule and construction budget requirements, the Architect shall prepare, for approval by the District, Schematic Design Documents consisting of drawings and other documents illustrating the scale and relationship of Project components.

2.4.6 The Architect shall submit to the District a preliminary estimate of Construction Cost based on current area, volume or similar conceptual estimating techniques, itemized by major categories within each specification division. This cost estimate shall be projected to the expected time of bidding to provide reasonable assurance that the Project cost will not exceed the MACC set for the Project.

2.4.7 Before the Architect proceeds with the Design Development Phase, the Architect shall make a presentation of its Schematic Design to the District including but not limited to any exceptions to the District's design guidelines, and, in reliance upon the Architect's expertise, the District must approve in writing completion of the Schematic Design Phase. The District's approval constitutes an approval of the proposed design concept and not the construction means, methods, or techniques, which are the responsibility of the contractor. The Architect's suggestion of materials to be used is a representation that the materials are appropriate and suitable to the application.

2.5 DESIGN DEVELOPMENT (DD) PHASE

2.5.0 In general, the Design Development Phase is the stage in which the Architect continues development and expansion of Schematic Design documents to establish the final scope, relationships, forms, size and appearance of the project. For CM/CG projects, the GMP would be negotiated and executed, ideally, by mid DD, and in all circumstances by the end of DD. Design contingency and inflation can be reduced as the project comes closer to actual bid. Alternates are shaped for inclusion in the bid package.

2.5.1 Based on the approved Schematic Design Documents and any adjustments authorized by the District in the program, schedule or construction budget, the Architect shall prepare, for approval by the District, Design Development Documents consisting of drawings and other documents to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, materials and such other elements as may be appropriate.

2.5.2 The Architect shall advise the District of any adjustments to the preliminary estimate of Construction Cost. This cost estimate shall be projected to the expected time of bidding, and shall be itemized by major categories within each specification division to provide reasonable assurance that the Project cost will not exceed the MACC set for the Project.

2.5.3 The Architect and its consultants shall coordinate with value engineering efforts by briefing the value engineer (including an entity such as a CM/GC providing a value engineering function), answering its questions, and meeting with the District's representatives and the value engineer to determine the advisability of changes in the Architect's design as recommended by the value engineer. The Architect shall make such changes as the District directs after such consultation; major changes inconsistent with the previous District approvals shall be an Additional Service.

2.5.4 Before the Architect proceeds with the Construction Document Phase, the Architect shall make a presentation of its design to the District which shall include but not be limited to any exceptions to the District's design guidelines, and the District must approve in writing completion of the Design Development Phase. The District's approval shall not be deemed an approval of the construction means, methods or techniques, which are the responsibility of the Contractor.

2.6 CONSTRUCTION DOCUMENTS (CD) PHASE

2.6.0 In general, the Construction Documents Phase is the stage in which the Architect prepares drawings based on approved Design Development documents setting forth in detail the construction requirements for the Project.

2.6.1 Based on the approved Design Development Documents and any further adjustments in the scope or quality of the Project or in the construction budget authorized by the District, the Architect shall prepare, for approval by the District, Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the Project.

.1 The Construction and Bidding Documents in a 50%, 80%, and 95% complete condition shall be provided to the District

- .2 When the Construction and Bidding Documents are 80% complete, the Architect shall make a presentation of its design to the District which will include but not be limited to any exceptions to the District's design guidelines. The District's approval shall not be deemed an approval of the construction means, methods or techniques, which are the responsibility of the Contractor.
- .3 When the Construction and Bidding Documents are at a 95% complete condition they shall be submitted to the Authority Having Jurisdiction for plan check and permit and provided to the District at least 20 days prior to the first planned bidding advertisement date ("bidding commencement date").
- .4 The District shall return the 95% complete Construction Documents with its comments to the Architect at least 10 days prior to the bidding commencement date.
- .3 The Architect shall provide revised, final Bidding and Construction Documents to the District to issue for bidding and the Architect shall provide any addenda required to be issued.
- .4 The Architect shall, prior to commencement of construction and as requested thereafter, confirm to the best of its knowledge and belief that the Construction Documents are in compliance with pertinent state and local statutes relating to school building construction. The District's review of the Construction Documents will not relieve the Architect of its responsibility for their accuracy and completeness.

2.6.2 The Architect shall confer with the District in the preparation of the Bidding Documents, including the advertisement to bidders, necessary bidding information, the District's Instructions to Bidders, bidding forms, the District's Conditions of the Contract, and the District's form of Contract between the District and Contractor.

2.6.3 The Architect shall provide the District with updated estimates of Construction Cost reflecting changes in requirements, general market conditions or other changes. This adjusted estimate shall include a base cost which does not exceed the MACC and shall also include an itemization of any alternate bids proposed and the estimated cost increase or deduction for each.

2.6.4 The Architect shall be responsible, with the assistance of the District for coordinating and for filing documents required for the approval of governmental authorities and utilities having jurisdiction over the Project. The Architect shall confer with the various governmental authorities and utilities having jurisdiction over the project and develop a comprehensive list or matrix of required submittals and permits, the timing for obtaining the permits, and anticipated fees. The Architect shall be responsible for making changes in the Construction Documents required by the governmental authorities at the Architect's expense unless the interpretation of a governmental authority is unreasonable and inconsistent with its prior interpretations for that Project.

2.6.5 Statutory Requirements

- .1 Pursuant to ORS 671.020, all Drawings and the title page of all specifications intended to be used as construction documents shall bear the stamp of a registered architect and shall be signed by the Architect.
- .2 Pursuant to ORS 671.025, the plans and specifications shall bear identification which shall include without limitation the Project name and location, the name, address and telephone number of the person responsible for the preparation of the documents, the name, address and telephone number of the District, and the date the document was issued.
- .3 All Drawings and plans as required in ORS 456.975 for the structure shall be certified by a qualified professional engineer or qualified architect. The design shall provide for resistance to lateral forces including wind and earthquakes, as well as gravity loads, in accordance with accepted engineering practice and governing building codes. The design shall be accompanied by supporting lateral load calculations.

2.7 BIDDING OR NEGOTIATION PHASE

2.7.0 In general, this Bidding Phase is the stage in which the Architect may prepare and/or assist in the preparation of bidding materials, addenda services, bidding services, analysis of alternates and substitutions, special bidding services, Bid evaluation services, and contract award services.

2.7.1 The Architect, following the District's approval of the Construction Documents and of the latest estimate of Construction Cost, shall assist the District in obtaining bids or negotiated proposals and assist in awarding and preparing contracts for construction.

2.7.2 The Architect shall assist in preparing the required advertisements for bids and shall issue or assist in issuing bid documents to bidders. The Architect if requested shall undertake a reasonable investigation of the "responsibility" of the bidders and report its findings to the District.

2.7.3 The Architect if requested shall prepare and issue necessary addenda, attend the prebid conference and bid opening, tabulate the bids and generally assist in evaluating the bids.

2.7.4 The Architect shall review all proposed substitutions and recommend approval or rejection to the District. The District shall either reject or offer no objection.

2.8 CONSTRUCTION PHASE - ADMINISTRATION OF THE CONSTRUCTION CONTRACT

2.8.1 In general, the Construction Phase is the stage in which the Architect will provide submittal services, observation services, project representation, testing and inspection administration, supplemental documentation services, quotation requests and change

orders, contract cost accounting services, interpretations and decisions, maintenance and operational programming services, start-up assistance, commissioning assistance, Record Drawings services, and Project close-out services.

2.8.2 The Architect's responsibility to provide Basic Services for the Construction Phase under this Contract commences with the execution of the initial Contract for Construction and terminates at the earlier of the District's Final Acceptance of the Project or 60 days after the date of Substantial Completion of the Work. The Basic Services, however, shall continue for services associated with the one-year (after construction substantial completion) correction/warranty period set forth in the Contract between the District and the Contractor.

2.8.3 The Architect shall provide administration of the Contract for Construction as set forth below and in the District's General Conditions of the Contract for Construction as selected by District, current as of the date of this Contract, unless otherwise provided in this Contract as modified by District for each Project. Modifications made to the General Conditions, when adopted as part of the Contract Documents, shall be enforceable under this Contract only to the extent that they are consistent with this Contract or approved in writing by the Architect.

2.8.4 Duties, responsibilities and limitations of authority of the Architect under this Paragraph 2.8 shall not be restricted, modified or extended without written agreement of the District and Architect.

2.8.5 The Architect shall be a representative, but not an agent, except as otherwise noted, and shall advise and consult with the District during the administration of the Contract for Construction. The Architect shall have authority to act on behalf of the District only to the extent provided in this Contract unless otherwise modified by written amendment. Notice by third parties to the Architect shall not be deemed notice to the District.

2.8.6 The Architect, as a representative of the District, shall visit the site at intervals appropriate to the stage of the Contractor's operations (1) to become generally familiar with and to keep the District informed about the progress and quality of the portion of the Work completed, (2) to endeavor to guard the District against defects and deficiencies in the Work, and (3) to determine in general if the Work is proceeding will be in accordance with the Contract Documents and with the Progress Schedule. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of on-site observations as an architect, the Architect shall keep the District informed of the progress and quality of the Work and shall endeavor to guard the District Against defects and deficiencies in the Work and against the Contractor's failure to carry out the Work in accordance with the intent of the Contract Documents and the Progress Schedule. On a regular basis, the Architect shall review and monitor the Contractor's compliance with the Progress Schedule and the Contractor's as-built Drawings. The Architect shall attend all construction progress meetings, which shall occur at least once a week or as otherwise defined in the contract. The Architect shall also provide the District with copies of all field reports and notes of the Architect's meetings with the Contractor or Subcontractors of any tier within three working observation or meeting. The Architect shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

2.8.7 The Architect shall report to the District known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor. The Architect shall review the Contractor's Progress Schedule and recommend acceptance or suggest potential revisions. However, the Architect shall not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of and shall not be responsible for acts or omissions of the Contractor, Subcontractors, or their agents or employees, or of any other persons or entities performing portions of the Work.

2.8.8 The Architect shall at all times have access to the Work wherever it is in preparation or progress.

2.8.9 The District may communicate with the Contractor either directly or through the Architect about matters arising out of or relating to the Contract Documents. Communications by and with the Architect's consultants shall be through the Architect.

2.8.10 Certificates For Payment

2.8.10.1 Based on the Architect's observations at the site and elsewhere and upon evaluations of the Contractor's Progress Schedule and updates and Applications for Payment, the Architect shall review and certify, within five days of Architect's receipt of a complete Application the amounts to be paid to due-the Contractor subject to the District's approval and shall issue certificates in such amounts.

2.8.10.2 The Architect's certification for payment shall constitute a representation to the District, based on the Architect's evaluation of the Work as provided in Subparagraph 2.6.5 and on the data comprising the Contractor's Application for Payment, that the Work has progressed to the point indicated and that, to the best of the Architect's knowledge, information and belief, the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4) to specific qualifications expressed by the Architect.

2.8.10.3 The issuance of a Certificate for Payment shall not be a representation that the Architect has (i) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the District to substantiate the Contractor's right to payment, or (4) ascertained how or for what

purpose the Contractor has used money previously paid on account of the Contract Sum.

2.8.11 The Architect shall recommend to the District rejection of Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will recommend to the District additional inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. If the District requests the Architect to monitor such additional testing or inspections, the Architect's services shall be Additional Services. The District shall furnish all such inspections and reports that are required by law or by the Contract Documents or that the District has previously approved in writing, without waving its right to reimbursement from the Contractor. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

2.8.12 The Architect shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action shall be taken with such reasonable promptness as to cause no delay in the Work or in the activities of the District, Contractor or separate contractors, while allowing sufficient time in the Architect's professional judgment to permit adequate review but not to exceed 10 days. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component. The Architect shall develop and issue a submittal schedule, maintain a comprehensive log of all submittals made and correlate the submittals with the Contractor's Progress Schedule. Review of submittals is only for general conformance with the design concept of the Project and general compliance with the information given in the Contract Documents. The review does not affect the Contractor's responsibility to perform all construction contract requirements with no change in contract price or time. Any action shown by the Architect is subject to the requirements of the plans, specifications, and other Contract Documents. The Architect is not responsible for Contractor's responsibility to confirm and correlate dimensions at the site, for information that pertains to the fabrication processes, for the means, methods, techniques, procedures, sequences, and quantities necessary to complete the construction contract and for coordination of the work of all trades and satisfactory performance of its work. The review by the Architect is undertaken solely to satisfy the Architect's obligations to the District and shall not give rise to any claim by the Contractor or other parties against the Architect or District.

2.8.13 If professional design services or certifications by a design professional related to systems, materials or equipment are specifically required of the Contractor by the Contract Documents, the Architect shall specify appropriate performance and design criteria that such services must satisfy. Shop Drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor shall bear such professional's written approval when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications or approvals performed by such design professionals.

2.8.14 The Architect shall prepare Change Orders and Construction Change Directives, with supporting documentation and data if deemed necessary by the Architect as provided in Subparagraphs 3.1.1 and 3.3.3, for the District's approval and execution in accordance with the Contract Documents, and may authorize minor changes in the Work not involving an adjustment in the Contract Sum or an extension of the Contract Time which are consistent with the intent of the Contract Documents. Basic Services shall include providing recommendations concerning proposed Change Orders or Construction Change Directives. Basic Services shall also include all aspects of the preparation and processing of Change Orders and Construction Change Directions arising from errors or omissions or deficiencies caused by the Architect.

2.8.15 The Architect shall conduct inspections regarding the date or dates of Substantial Completion and the date of Final Completion. At Substantial completion, the Architect will review the Contractor's punch list, conduct an inspection of the Work and prepare an updated punch list of observed items recommending correction, completion or replacement by the Contractor. The Architect shall review the Project upon Final Completion to determine compliance with the Contract Documents, and shall issue a final Certificate for Payment representing to the District that, to the best of the Architect's knowledge and belief, the Work is completed and in compliance with the requirements of the Contract Documents. The Architect shall review the Contractor's as-built prints, verify that they include the locations of water, sewer, telephone, electric, gas, and any other utility lines, and prepare Record Drawings, as three sets of prints and CAD diskettes, will become the permanent file copy for the District. The Architect shall also provide at Substantial completion one complete set of all Shop Drawings, related product data, and other submittals and submittal logs, bound and organized according to the Specification sections.

2.8.16 The Architect shall interpret and initially decide matters concerning performance of the District and Contractor under, and requirements of, the Drawings and Specifications and shall assist the District in the interpretation of all other Contract Documents and the Contractor's performance there under, on written request of either the District or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

2.8.17 Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and initial decisions, the Architect shall endeavor to secure faithful performance by both District and Contractor, and shall not show partiality to either.

2.8.18 Upon the District's request, the Architect shall provide written advice on claims, disputes or other matters in question between the District and Contractor relating to the physical execution or progress of the Work or the interpretation of the Drawings or Specifications. Such interpretations shall not be attributable to the District. However, the Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

2.8.19 During the warranty or correction periods of the construction contract, the Architect and the District shall cooperate in inspection for and securing the correction of defective work.

2.9 POST-CONTRACT PHASE: In general, the Post-Contract Phase is the stage in which the Architect may provide correction period services, warranty review services, and post-contract evaluations. The Architect's responsibility to provide Basic Services for the Post-Contract Phase under this Contract commences with the earlier of the District's Final Acceptance of the Project or 60 days after the date of Substantial Completion of the Work, unless extended under the terms of Subparagraph 10.1.3, and terminates at the end of the one-year correction period set forth in the Contract between the District and the Contractor.

ARTICLE 3 ADDITIONAL SERVICES

3.1 GENERAL: The services described in this Article 3 are not included in Basic Services unless so identified elsewhere in the Contract or unless caused by or arising from the act or omission of the Architect. Additional Services shall be paid for by the District as provided in the Contract, in addition to the compensation for Basic Services. The services described under Paragraphs 3.2, 3.3 and 3.4 shall only be provided, and payment for them made, if authorized and confirmed in writing by the District before such services commence and only to the extent not caused by the fault or negligence of the Architect. The Architect shall notify the District prior to commencing such services. If the District indicates in writing that all or parts of such Contingent Additional Services are not required, the Architect shall have no obligation to provide those services.

3.2 PROJECT REPRESENTATION BEYOND BASIC SERVICES

3.2.1 If more extensive representation at the site than is described in Subparagraph 2.8.6 is required, the Architect shall provide one or more Project Representatives to assist in carrying out such additional on-site responsibilities.

3.2.2 Project Representatives shall be selected, employed and directed by the Architect, and the Architect shall be compensated therefore as agreed by the District and Architect. The duties, responsibilities and limitations of authority of Project Representatives shall be as described in the scope of work, unless otherwise agreed.

3.2.3 Through the presence at the site of such Project Representatives, the Architect shall endeavor to provide further protection for the District against defects and deficiencies in the Work, but the furnishing of such project representation shall not modify the rights, responsibilities or obligations of the Architect as described elsewhere in this Contract.

3.3 CONTINGENT ADDITIONAL SERVICES

3.3.1 Making revisions in drawings, specifications or other documents when such revisions are:

- .1 inconsistent with approvals or instructions previously given by the District or governing code authorities, including revisions made necessary by adjustments in the District's program or Project budget;
- .2 required by the enactment or revision of codes, laws or regulations subsequent to the preparation of such documents procurement of construction permits; or
- .3 due to changes required as a result of the District's failure to render decisions in a timely manner.

3.3.2 Providing services required because of significant changes in the Project including, but not limited to, size, quality, complexity, the District's schedule, or the method of bidding or negotiating and contracting for construction, except for services required under Subparagraph 5.2.5.

3.3.3 Preparing Drawings, Specifications and other documentation and supporting data, evaluating Contractor's proposals, and providing other services in connection with Change Orders and Construction Change Directives. Notwithstanding the above, as part of the fee for basic services, the Architect will be required to provide such services described here due to a reasonable number of District requested changes. As a general measure, the dollar value of owner requested changes included in the fee for basic services will not exceed the dollar value of changes for which the owner must pay additional sums to the contractor for acts of error, omission or failure to coordinate drawings and specifications as caused by the architect or its consultants.

3.3.4 Providing services in connection with evaluating substitutions proposed by the Contractor and making subsequent revisions to Drawings, Specifications and other documentation resulting there from. A reasonable number of such substitution requests will be considered to be part of the fee for basic services.

3.3.5 Providing consultation concerning replacement of Work damaged by fire or other cause during construction, and furnishing services required in connection with the replacement of such Work.

3.3.6 Providing services made necessary by the default of the Contractor, by major defects or deficiencies in the Work of the Contractor, or by failure of performance of either the District or Contractor under the Contract for Construction.

3.3.7 Providing services in evaluating an extensive number of claims submitted by the Contractor or others in connection with the Work, to the extent caused by a substantial change in the scope.

3.3.8 Providing services in connection with a public hearing, a dispute resolution proceeding or a legal proceeding except where the Architect is party thereto.

3.3.9 Preparing documents for an unusual number of alternate, separate or sequential bids. For the purposes of this document, a usual number of alternates will be considered to address as much as a 10% swing in bid from what is estimated (+/-5%)

3.4 OPTIONAL ADDITIONAL SERVICES

3.4.1 Providing financial feasibility or other special studies.

3.4.2 Providing planning surveys, site evaluations or comparative studies of prospective sites.

3.4.3 Providing special surveys, environmental studies and submissions required for approvals of governmental authorities or others having jurisdiction over the Project.

3.4.4 Providing services relative to future facilities, systems and equipment except to the extent of planned future projects interfacing with the Project.

3.4.5 Providing services to investigate existing conditions or facilities or to make measured drawings of existing conditions not involved with the Project.

3.4.6 Providing services to verify the accuracy of drawings or other information furnished by the District.

3.4.7 Providing coordination of construction performed by separate contractors or by the District's own forces and coordination of services required in connection with construction performed and equipment supplied by the District.

3.4.8 Providing services in connection with the work of a construction manager or separate consultants retained by the District, except working with a CM/GC, or project manager as a consultant shall not involve additional fee.

3.4.9 Providing more detailed estimates of Construction Cost than specified in this Contract.

3.4.10 Providing detailed quantity surveys or inventories of material, equipment and labor.

3.4.11 Providing analyses of owning and operating costs beyond those required to recommend electrical and mechanical systems or other energy related building systems. Except as part of the contract to perform all services necessary to secure energy incentives, and grants, as specified.

3.4.12 Providing interior design and other similar services required for or in connection with the selection, procurement or installation of furniture, furnishings and related equipment unless specifically outlined within the Contract. Except that the general layout of all basic furniture must be shown as part of the basic scope.

3.4.13 Providing services for planning tenant or rental spaces.

3.4.14 Making investigations, inventories of materials or equipment, or valuations and detailed appraisals of existing facilities.

3.4.15 Providing assistance in the utilization of equipment or systems such as testing, adjusting and balancing, preparation of operation and maintenance manuals, training personnel for operation and maintenance, and consultation during operation.

3.4.16 Providing services during the post-Contract Phase beyond the allowances set forth in the contract for the one-year correction period contained in the Contract for Construction, other than for work defective or non-performing due to design error or omission.

3.4.17 Providing services of consultants for other than architectural, civil, structural, mechanical and electrical (including low voltage systems such as intercom/paging, clock, security, fire alarm, voice, data) engineering services, landscape architecture (including irrigation), acoustic, audio visual, building envelope, and cost estimating consultants applicable to the requirements of the Project, or providing any other engineering services.

3.4.18 Providing any other services not otherwise included in this Contract or not customarily furnished in accordance with generally accepted architectural practice.

ARTICLE 4 DISTRICT'S RESPONSIBILITIES

4.1 PROGRAM: The District shall provide full information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the District's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements. The District shall furnish to the Architect, within 15 days after receipt of a written request, information necessary and relevant for the Architect to evaluate, give notice of or enforce lien rights.

4.2 BUDGET: The District shall establish and periodically update an overall budget for the Project, including the Construction Cost, the District's other costs and reasonable contingencies related to all of these costs.

4.3 DISTRICT REPRESENTATIVE: The District shall designate a representative authorized to act on the District's behalf with respect to the Project. The District or such designated representative shall render decisions in a timely manner pertaining to documents submitted by the Architect in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services. The

District may engage construction observation or other consultant services with whom the Architect shall cooperate; these personnel will not have authority to act on behalf of the District.

4.4 SURVEY The District shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

4.5 GEOTECHNICAL: The District shall furnish the services of geotechnical engineers when such services are requested by the Architect. Such services may include but are not limited to test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with reports and appropriate recommendations.

4.6 ADDITIONAL CONSULTANTS: The District shall furnish the services of consultants other than those designated in Paragraph 4.5 when such services are requested by the Architect and the District agrees that such services are reasonably required by the scope of the Project.

4.7 SPECIAL TESTING AND INSPECTION: The District shall furnish structural, mechanical, and chemical tests; tests for air and water pollution; tests for hazardous materials; and other laboratory and environmental tests, inspections and reports required by law or the Contract Documents.

4.8 LEGAL / ACCOUNTING SERVICES: The District shall furnish all legal, accounting and insurance services that may be necessary at any time for the Project to meet the District's needs and interests. Such services shall include auditing services the District may require to verify the Contractor's Applications for Payment or to ascertain how or for what purposes the Contractor has used the money paid by or on behalf of the District. The District is not, however, required to furnish these services for the Architect's benefit.

4.9 RELIANCE: The services, information, surveys and reports required by Paragraphs 4.4 through 4.8 shall be furnished at the District's expense, and the Architect shall be entitled to rely upon the accuracy and completeness thereof.

4.10 DEFECTS: The District shall provide prompt written notice to the Architect if the District becomes aware of any fault or defect in the Project, including any errors, omissions or inconsistencies in the Architect's Instruments of Service.

ARTICLE 5 CONSTRUCTION COST

5.1 DEFINITION

5.1.1 The Construction Cost shall be the total cost or, to the extent the Project is not completed, the estimated cost to the District of all elements of the Project designed or specified by the Architect.

5.1.2 The Construction Cost shall include the cost at current market rates of labor and materials furnished by the District to the extent included in, required by and supplied through the Architect's design and equipment designed, specified, selected or specially provided for by the Architect, including the costs of management or supervision of construction or installation provided by a separate construction manager or contractor, plus a reasonable allowance for their overhead and profit. In addition, a reasonable allowance for contingencies shall be included for market conditions at the time of bidding and for changes in the Work.

5.1.3 Construction Cost does not include the compensation of the Architect and the Architect's consultants, the costs of the land, rights-of-way and financing or other costs that are the responsibility of the District as provided in Article 4.

5.2 RESPONSIBILITY FOR CONSTRUCTION COST

5.2.1 Evaluations of the District's Project budget, the preliminary estimate of Construction Cost and detailed estimates of Construction Cost, if any, prepared by the Architect, represent the Architect's judgment as a design professional familiar with the construction industry. It is recognized, however, that neither the Architect nor the District has control over the cost of labor, materials or equipment, over the methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not reasonably vary from the Maximum Allowable Construction Cost (MACC) or District's Project budget (as applicable) or from any estimate of Construction Cost or evaluation prepared or agreed to by the Architect.

5.2.2 With the District's written consent, which shall not be unreasonably withheld, the Architect shall be permitted to include contingencies for design, bidding and price escalation, to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents, to make reasonable adjustments in the scope of the Project and to include in the Contract Documents alternate bids as may be necessary to adjust the Construction Cost to the fixed limit.

5.2.3 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the District, the MACC and the estimate of Construction Cost shall be adjusted to reflect changes in the general level of prices in the construction industry. The cost of the adjusted estimate will be an Additional Service, unless the reason for the delay is caused in whole or part by failure of the architect to meet its contractual obligation to provide the drawings and specifications by the agreed upon dates and with an estimated cost within the district's MACC.

5.2.4 If the final estimate of Construction Cost (adjusted as provided in Subparagraph 5.2.3) is exceeded by the lowest bona fide bid or negotiated proposal the District may at its sole discretion:

- .1 accepts the bid and gives written approval of an increase in such fixed limit;
- .2 authorizes re-bidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Paragraph 8.5; or
- .4 cooperate in revising the Project scope and/or quality to the extent consistent with the Project's requirements to reduce the Construction Cost reasonable time prepared and negotiated at the Architect's own expense, and either accept the bid or authorize the re-bidding or renegotiation of the revised project within a reasonable time.
- .5 participate in and provide backup design and estimating, for negotiations with the low-bidder in the event that all bids are over budget, to identify acceptable value engineering options to bring the project within budget, or within a revised budget.

The Architect's compensation shall not be increased under any of these four options even if the MACC or Construction Cost increases.

5.2.5 If the District chooses to proceed under Clause 5.2.4.4, the Architect, without additional compensation, shall modify the documents for which the Architect is responsible under this Contract as necessary to comply with the fixed limit and repeat the required Construction Cost estimate and Project schedule activities without cost to the District. This shall be the limit of the Architect's responsibility under this Subparagraph 5.2.5. The Architect shall be entitled to compensation in accordance with this Contract for all services performed whether or not the Construction Phase is commenced.

ARTICLE 6 USE OF ARCHITECT'S INSTRUMENTS OF SERVICE

6.1 AUTHOR: Drawings, specifications and other documents, including those in electronic form, prepared by the Architect and the Architect's consultants are Instruments of Service for use solely with respect to this Project. The Architect and the Architect's consultants shall be deemed the authors and Districts of their respective Instruments of Service and shall retain all common law, statutory and other reserved rights, including copyrights.

6.2 LICENSE: Upon execution of this Contract, the Architect grants to the District a nonexclusive license to reproduce the Architect's Instruments of Service solely for purposes of constructing, using, and maintaining, adding to and altering the Projects, provided that the District shall comply with all obligations, including prompt payment of all sums when due, under this Contract. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Contract. Any termination of this Contract or the applicable Project Work Authorization prior to completion of the Project shall terminate this license. Upon such termination, the District shall refrain from making further reproductions of Instruments of Service and shall return to the Architect within seven days of termination all originals and reproductions in the District's possession or control. Upon any termination of this Contract or the applicable Project Work Authorization, the foregoing license shall be deemed terminated and replaced by a second, nonexclusive license permitting the District to authorize other similarly credentialed design professionals to reproduce and, where permitted by law, to make changes, corrections or additions to the Instruments of Service solely for purposes of completing, using, and maintaining, altering or adding to the Project. If termination of this Contract or the Project Work Authorization did not arise from the default of Architect, then any liability arising from negligent reuse of such Instruments of Service by others shall be at District's risk and without liability to Architect.

6.3 ASSIGNMENT: Except for the licenses granted in Paragraph 6.2, no other license or right shall be deemed granted or implied under this Contract. The District shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written Contract of the Architect. However, the District shall be permitted to authorize the Contractor, Subcontractors, Sub-subcontractors and material or equipment suppliers to reproduce applicable portions of the Instruments of Service appropriate to and for use in their execution of the Work by license granted in Paragraph 6.2. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants. The District shall not use the Instruments of Service for other projects, unless the District obtains the prior written Contract of the Architect and the Architect's consultants. Any unauthorized use of the Instruments of Service shall be at the District's sole risk and without liability to the Architect and the Architect's consultants.

6.4 USE AGREEMENT: Prior to the Architect providing to the District any Instruments of Service in electronic form or the District providing to the Architect any electronic data for incorporation into the Instruments of Service, the District and the Architect shall by separate written use agreement on reasonable terms set forth the specific conditions governing the format of such Instruments of Service or electronic data, including any special limitations or licenses not otherwise provided in this Contract that are consistent with District's rights under this Article 6.

ARTICLE 7 CLAIMS AND DISPUTES

7.1 DEFINITION: A Claim is a demand or assertion by one of the parties seeking, as a matter of right, adjustment or interpretation of Contract terms, payment of money, extension of time, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the District and Architect arising out of or relating to the Contract. Claims must be initiated by written notice. The responsibility to substantiate Claims shall rest with the party making the Claim.

7.2 RESOLUTION

7.2.1 Claims disputes and other matters in question arising out of or relating to this Contract except claims which have been waived under the terms of the Contract Documents, shall be decided exclusively by the following dispute resolution procedure unless the parties mutually agree in writing otherwise. Such matters are subject to mediation as a condition precedent to litigation by either party. This requirement cannot be waived except by an explicit written waiver.

7.2.2 The Architect shall submit a written notice to the District of all Claims within five business days of the event giving rise to them and shall include a clear description of the event leading up to the Claim. The Architect shall submit a formal written Claim within fourteen days (unless the Architect in its original notice requests a delay in writing to assemble data but in no case greater than 45 days) after such notice and shall include a clear description of the claim, the proposed change in the Contract Sum and/or Contract Time of the Claim and provide data supporting the Claim, and the proposed adjustments to the Contract Sum and/or Contract Time. Failure to properly submit the notice or Claim shall constitute waiver of the Claim. The Claim shall be deemed to include all changes, direct and indirect, in cost and in time to which the Architect (and subcontractor or consultants of any tier) is entitled. Prior to the initiation of a dispute resolution procedure, the District or its representatives shall have the right to audit and copy any subcontractor, consultant, or supplier of any tier whose claim is part of or included in the Claim. All Claims shall be addressed to:

Administrator for Facilities Development
Beaverton School District
16550 SW Merlo Road
Beaverton, Oregon 97006

In addition, a copy shall be sent to the District's Representative.

7.2.3 Level I - Within fourteen days after District's receipt of the formal written Claim (unless the District requests a delay to assemble or review data but in no case greater than 45 days), the project manager of the Architect and the District's project manager shall meet, confer, and attempt to resolve the claim.

7.2.4 Level II - If the claim is not resolved in writing within two (2) working days of the close of the Level I meeting, and officer of the Architect and the District's Facilities Administrator shall meet, confer, and attempt to resolve the claim within the next five (5) days.

7.2.5 The terms of the resolution of all claims concluded in Level I, or II meetings shall be memorialized in writing and signed by each party.

7.2.6 Mediation: If the claim is not resolved at the Level II meeting in writing, then at District's sole election by written notice to Architect, the claim shall be submitted to non-binding mediation before a single mediator under the Voluntary Construction Mediation Rules of the American Arbitration Association. An officer of the Architect and the District's Representative, both having full authority to settle the claim, must attend the mediation session. To the extent there are other parties in interest, such as the subcontractor, consultant, or suppliers, their representatives, with full authority to settle the claim, shall also attend the mediation session. Unless the District and the Architect mutually agree in writing otherwise, all unresolved Claims shall be considered at a single mediation session which shall occur prior to Final Acceptance by the District. Where the pendency of mediation shall toll on these deadlines, unless and until District gives notice to Architect that mediation is unsuccessful. If the District has given written notice to Architect requiring mediation of the claim, Architect may not commence litigation against District until the mediation is concluded, except as is necessary to avoid a time bar from commencement of litigation under this Contract or applicable law. District may commence litigation at any time.

7.2.7 The Architect may not bring litigation on claims against the District unless such claims have been properly raised and considered in the procedures of the Agency-Architect Dispute Resolution outlined above. All unresolved Architect claims shall be deemed waived and released by Architect unless Architect has strictly complied with the time limits of the Contract Documents, and litigation is served and filed within the earlier of (a) 120 days after Substantial Completion as designated in writing by the District or (b) 60 days after Final Acceptance. This requirement cannot be waived except by an explicit written waiver signed by the District. The pendency of mediation shall toll these deadlines.

7.2.8 Claims, disputes and other matters in question arising out of or relating to the Contract that are not resolved by mediation shall be decided by litigation, unless the parties mutually agree otherwise. Subject to the next paragraph, no claim will be decided by arbitration unless the parties agree in writing to do so.

7.2.9 Right to Join: At District's election, the Architect agrees to joinder in any arbitration or litigation proceeding in which the District is a party with third parties in which the District or such third party alleges indemnification or contribution from the Architect, any of its subcontractor, consultant of any tier, any one directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable. The Architect agrees that all of its subcontractor, consultant of any tier will, in the subcontracts, similarly stipulate; in the event any does not, the Architect shall be liable in place of such subcontractor(s) and/or consultant(s).

ARTICLE 8 TERMINATIONS OR SUSPENSION

8.1 FAILURE OF PAYMENT: If the District fails to make undisputed payments to the Architect in accordance with this Contract, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Contract. If the Architect elects to suspend Services, prior to suspension of services, the Architect shall give seven days' written notice to the District, during which period the District shall have the right to cure the default. In the event of a suspension of Services, the Architect shall have no liability to the District for delay or damage caused the District because of such suspension of Services. Before resuming Services, the Architect shall be paid all sums due prior to suspension and any expenses

incurred in the interruption and resumption of the Architect's Services. The Architect's fees for the remaining Services and the time schedules shall be equitably adjusted. Notwithstanding any other provision of this Contract to the contrary Architect shall not suspend Services or terminate this Contract so long as District continues to make undisputed payments to Architect.

8.2 PROJECT SUSPENSION: If the Project is suspended by the District for more than 90 consecutive days, the Architect shall be compensated for Services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's Services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted. Further at the Architects option the Architect may terminate this Contract by giving not less than seven days' written notice.

8.3 FAILURE TO PERFORM: This Contract may be terminated by either party upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Contract through no fault of the party initiating the termination.

8.4 TERMINATION BY THE DISTRICT: This Contract may be terminated by the District upon not less than seven days' written notice to the Architect for the District's convenience and without cause.

.1 Termination for Cause: If the Architect fails to fulfill in a timely and proper manner its material obligations under this Contract; or the Architect materially violates any of the covenants, Contracts or stipulations of this Contract; or the architect becomes insolvent or the subject of any proceeding under bankruptcy, insolvency or receivership law or makes an assignment for the benefit of creditors; or the architect whose principal services are required herein departs from the Architect's firm, the District shall thereupon have the right (but not the obligation) to terminate this Contract or any individual Project Work Authorizations by giving written notice of such termination and specifying the effective date thereof as a date certain at least seven calendar days after the notice, during which period the Architect shall have the right to cure the default. If the default is not cured by the termination date, the District shall have the right (but not the obligation) to take over performance of the architectural services and prosecute the same to completion, by contract or otherwise, and all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared by or for the benefit of the Architect shall, at the option of the District, become the District's property.

2 Termination for Convenience: The District may, at its option terminate all or a portion of the Services not then performed under this Contract at a time by so notifying the Architect in writing. In that event all finished or unfinished documents and other materials as described above may, at the option of the District, be used on the Project and may be assigned, and the District shall defend, indemnify and hold harmless the Architect, its agents and employees, from any claims arising from the District's subsequent use of such documents and other materials. If the Contract is terminated by the District as provided herein, the Architect's compensation for the services shall be that portion of the Basic Compensation for services performed prior to termination. Termination Expenses as defined in paragraph 8.7, and proper Compensation for Reimbursable Expenses and Additional Services. The District shall not be liable for any consequential or incidental damages, including but not limited to, loss of profits on other projects or of reputation incurred by the Architect as a result of such termination.

8.5 COMPENSATION: In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses as defined in Paragraph 8.7.

8.6 TERMINATION EXPENSES: Termination Expenses are in addition to compensation for the services of the Contract and are full compensation for all damages and include expenses directly or indirectly attributable to termination. Termination Expenses are applicable on to a termination for convenience by District and shall be Architect's direct additional expenses incurred as a result of the termination for the Project at issue for which the Architect is not otherwise compensated.

ARTICLE 9 MISCELLANEOUS PROVISIONS

9.1 LAWS: This Contract shall be governed by the law of the State of Oregon.

9.2 TERMS: Terms in this Contract shall have the same meaning as those in the District's General Conditions of the Contract for Construction, current as of the date of this Contract.

9.3 REMAIN IN FORCE: The following provisions of this Contract shall remain in force and effect notwithstanding termination of this Contract; Article 7 (Dispute Resolution); paragraph 11.1 (Insurance); Paragraph 11.2 (Indemnification); and Article 6 (Use of Architect's Drawings, Specifications and Other Documents).

9.4 WAIVER: To the extent damages are covered by property insurance during construction, the District and Architect waive all rights against each other and against the Architects, consultants, agents and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in the District General Conditions of the Contract for Construction, current as of the date of this Contract. The District or the Architect, as appropriate, shall require of the Architects, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein.

9.5 SUCCESSORS: The District and Architect, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Contract and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Contract. Neither the District nor the Architect shall assign this Contract without the written consent of the other, except that the District may assign this Contract to an institutional lender providing financing for the Project. In such event, the lender shall assume the District's rights and obligations under this Contract. The Architect shall execute all consents

reasonably required to facilitate such assignment.

9.6 ENTIRE AGREEMENT: This Contract represents the entire and integrated Contract between the District and the Architect and supersedes all prior negotiations, representations or Contracts, either written or oral. This Contract may be amended only by written instrument signed by both District and Architect.

9.7 CONTRACTUAL RELATIONSHIP: Nothing contained in this Contract shall create a contractual relationship with or a cause of action in favor of a third party against either the District or Architect.

9.8 HAZARDOUS MATERIALS: Unless otherwise provided in this Contract, the Architect and Architect's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials or toxic substances in any form at the Project site.

9.9 PROMOTIONAL MATERIALS: The Architect, only with the District's expressed written permission, shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the District's confidential or proprietary information if the District has previously advised the Architect in writing of the specific information considered by the District to be confidential or proprietary. The District shall endeavor to provide professional credit for the Architect in the District's promotional materials for the Project.

9.10 EXECUTION OF CERTIFICATES: If the District requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. The Architect shall not be required to execute certificates that would require knowledge, services or responsibilities beyond the scope of this Contract.

9.11 JUDICIAL RULINGS: If for any reason one or more provisions of this Contract are held to be invalid, void, illegal or unenforceable the other provisions of this Contract shall not be affected and shall continue to maintain their vitality and validity, and this Contract shall be construed as if the invalid void illegal or unenforceable provision had never been a part of this Contract.

ARTICLE 10 PAYMENTS TO THE ARCHITECT

10.1 DIRECT PERSONNEL EXPENSE: Direct Personnel Expense is defined as the direct salaries of the Architect's personnel engaged on the Project and the portion of the cost of their mandatory and customary contributions and benefits related thereto, such as employment taxes and other statutory employee benefits, insurance, sick leave, holidays, vacations, employee retirement plans and similar contributions.

10.2 REIMBURSABLE EXPENSES: Reimbursable Expenses are in addition to compensation for Basic and Additional Services and, unless otherwise provided in the contract include expenses incurred by the Architect and Architect's employees and consultants directly related to the Project, as identified in the following Clauses:

- .1 transportation in connection with the Project for out-of-town travel and, subsistence with prior written authorization by the District;
- .2 fees paid for securing approval of authorities having jurisdiction over the Project;
- .3 reproductions, plots, standard form documents, postage, handling and delivery of Instruments of Service when specifically requested by the District only;
- .4 expense of overtime work requiring higher than regular rates if authorized in advance by the District;
- .5 renderings, electronic or otherwise, models and mock-ups requested by the District;

10.3 PAYMENTS ON ACCOUNT OF BASIC SERVICES

10.3.1 Payments for Basic Services shall be made monthly and, where applicable, shall be in proportion to services performed within each phase of service, on the basis set forth in the contract.

10.3.2 If and to the extent that the time initially established in the contract is exceeded or extended through no fault of the Architect, compensation for any services rendered during the additional period of time that otherwise would not have been performed shall be computed in the manner set forth in the Contract.

10.4 PAYMENTS ON ACCOUNT OF ADDITIONAL SERVICES: Payments on account of the Architect's Additional Services and for Reimbursable Expenses shall be made monthly upon presentation of the Architect's statement of services rendered or expenses incurred.

10.5 PAYMENTS WITHHELD: No deductions shall be made from the Architect's compensation on account of penalty, liquidated damages or other sums withheld from payments to Architects, or on account of the cost of changes in the Work other than those for which the Architect is responsible.

10.6 ARCHITECT'S ACCOUNTING RECORDS: Upon request the Architect shall provide the District with an accounting of any Services and Reimbursable Expenses, including those of the Architect and any of its consultants of any tier, and with access to its records for inspection, audit, and reproduction. The accounting of Services or Reimbursable Expenses shall detail the Services performed, the amounts paid to such consultant (supported by copies of all paid invoices) and such other information as the District may reasonably request. The District shall in no event be obligated to make any payment to any such consultant or to reimburse the

Architect for such payments if the amount thereof has been taken into account in determining the compensation payable to the Architect under this Contract. If the District makes any such payment, the Architect shall reimburse the District upon demand for the same, together with all related costs and expenses incurred by the District.

ARTICLE 11 OTHER CONDITIONS OF SERVICES

11.1 INSURANCE

11.1.1 General Liability. The Architect shall, at its sole cost and expense, secure and maintain such insurance as will protect the District, its successors and assigns and the respective directors, employees, and agents of each of the foregoing (such as naming them as additional insured), from and against any and all claims, losses, harm, costs, liabilities, damages, and expenses arising out of any claims involving (1) public liability including (a) bodily injury (including death) in the amount of no less than \$1,000,000 combined single limit, (b) Employer's Liability in the amount of no less than \$100,000 per occurrence, and (c) property damage in the amount of no less than \$1,000,000 per occurrence (deductible of up to \$5,000 permitted) and (2) Automobile liability and property damage including Bodily Injury for autos District or hired by the Architect and property damage in the amount of no less than \$1,000,000 combined single limit. The Architect shall also maintain workers' compensation coverage as required by law.

11.1.2 Professional Liability. The Architect shall maintain professional errors and omissions insurance in an amount no less than \$1,000,000 per occurrence, \$1,000,000 aggregate (deductible of up to \$25,000 permitted) for claims that may result in any way from negligent performance of the Architect's obligations under this Contract. The Architect shall deliver a certificate of insurance to the District annually and promptly notify the District of any material changes to, interruption of, or termination of this insurance. The Architect shall contractually require its prime consultants to maintain professional errors and omissions insurance in an amount of at least 50% of the above amount. If professional errors and omissions insurance is not reasonably available for a class of consultants or available in the future for the Architect the Architect must so notify the District immediately and provide alternative protection for the District.

11.1.3 Certificate of Insurance all such insurance shall be placed with such insurers and under such forms and limits of policies which are reasonably acceptable to the District. Within ten days of execution of this Contract and annually thereafter, the Architect shall deliver to the District certificates of insurance (including renewal or replacement certificates) acceptable to the District and signed by the insurer or its authorized representative, certifying that the policies providing insurance of this kind and coverage are in full force and effect. The certificates shall further certify that the policies shall not be cancelled by the insurer or materially changed by the Architect without giving 30 days' prior notice of such cancellation or change and the District is an Additional Insured (except for professional liability and workers' compensation policies. The foregoing requirements as to insurance and acceptability to the District of Insurers and insurance to be maintained by the Architect shall not in any manner limit or qualify the liabilities or obligations assumed by the Architect under this Contract.

11.1.4 Contract Does Not Void Insurance Coverage. Notwithstanding any other provisions herein, nothing in this Contract shall be construed so as to void, vitiate or adversely affect in any way any insurance coverage held by any party to this Contract.

11.2 INDEMNIFICATION: To the fullest extent permitted by law, the Architect hereby agrees to indemnify and hold harmless the District, its successors and assigns and the directors, employees and agents of each of the foregoing ("Indemnities"), from and against claims of third parties and losses, harm, costs, liabilities, damages and expenses (including, but not limited to, attorneys' fees) arising or resulting from such claims of third parties arising out of or in connection with any willful misfeasance or bad faith or negligence in the performance of the services or obligations of the Architect or any of its consultants of any tier, the respective successors and assigns of the Architect or consultants of any tier, the respective successors and assigns of the Architect or any such consultants the directors officers employees and agent of each of the foregoing or anyone authorized to act on the Architect's behalf in connection with this Contract or its performance; PROVIDED, however, that the Architect shall not be required to so indemnify any of such Indemnities against liability for damages caused by or resulting from the sole negligence of Indemnities; PROVIDED FURTHER that if such damages are caused by or result from the concurrent negligence of Indemnities and of the Architect or its agents, consultants or employees, then the Architect's indemnity hereunder shall be limited to the extent of the negligence of the Architect or its agents, consultants or employees.

11.3 NONDISCRIMINATION: The Architect shall comply with all applicable laws against discrimination and shall not discriminate against minority, women or emerging small business enterprises in the awarding or contracts.

Architect Submittal Requirements & Milestones

This Attachment lists the items to be provided by the Architect in accordance with Article 2, Scope of Architect’s Basic Services, in the Architectural Services Contract Conditions. This list is not all inclusive nor is it limited to any items referred to or implied in other parts of the Agreement or normally provided under Article 2 of the Architectural Services Contract Conditions. Items listed shall be included as Basic Services as fully as if individually listed in Article 2. The design presentations called for in Article 2 of the Architectural Services Contract Conditions shall coincide with these Milestones (100% SD, 100% DD, and 80% CD) and cover the material listed below. Copies of the Permit Set (98% CD) shall be provided to the District (BSD) and the Authority Having Jurisdiction simultaneously. The 98% CD set provided to the District shall be accompanied by the Design Team’s written response to all BSD 80% CD Review comments. The written response shall identify and note all changes made to the 80% CD documents.

ITEM	SCHEMATIC DESIGN PHASE @100% SD	DESIGN DEVELOPMENT PHASE @100%DD	CONSTRUCTION DOCUMENT PHASE @80% CD	CONSTRUCTION DOCUMENT PHASE @100%CD
Design Documents	Drawings and Narrative developed to meet the requirements listed below	Drawings and Outline Specification developed to meet the requirements listed below	Drawings and Specification developed to meet the requirements listed below	Complete and Accurate Drawings and Specifications Incorporating Input from 80% CD Review
Specification	System & material narrative description	Outline specification	- Part 1 Description 100% Complete - Part 2 Installation 100% Complete - Part 3 Execution 75% complete	Complete and Accurate specification
CAD electronic files	N.A.	Provide editable electronic copy of CAD floor plan to Owner	N.A.	At Project Closeout Provide Complete & accurate As-Built CAD files (all drawings)
Site	- Existing conditions - Site footprint - Site entrance - Demolition - Site utilities - Utility requirements - Roads & driveways - Loading dock location - Future expansion - Walkway locations - Stairway locations - Parking locations - Recycling & Waste collection locations	- Pedestrian circulation - Utility details - Dimensions - Traffic flow plan - Handicapped flow plan - Lighting plan - Stairway connections - Waste containers - Bicycle facilities - Site drainage - Erosion Control - Play Areas and Playing Fields	80% Site = 100% complete	- Pipe sizes - Connection details - Construction phasing - Site development phasing - Street use plan - Include Contractor parking and Construction area for remodels
Landscaping	- Existing conditions - Existing irrigation	- Irrigation plan - Planting plan - Irrigation legend - Planting Schedule	- Complete Irrigation Specification - Landscaping Plans 80% = 100%	- Soil preparation & planting specifications - Staking details - Piping diagrams - Pipe sizes - Design calculations - Existing tree protection

ITEM	SCHEMATIC DESIGN PHASE @100% SD	DESIGN DEVELOPMENT PHASE @100%DD	CONSTRUCTION DOCUMENT PHASE @80% CD	CONSTRUCTION DOCUMENT PHASE @100%CD
Building Exterior Envelope	• Typical elevations • Building cross-sections • Fenestration layout • Material designations • Energy code requirements • Roof layout	• Typical wall sections • Typical window details • Exterior door details • Roof & drainage plan • Parapet & coping details	• Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	• Roof details • Exterior details • Roof mounted equipment • Flashing details
Structural	• Structural scheme • Existing bldg: provide written description including seismic analysis of & proposed strengthening techniques	• Structural sections • Typical floor framing plan • Main member sizing • Foundation Plan • Structural legend	• Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	• Structural details • Foundation details • Beam & column schedules • Structural notes • Calculations
Building Interior	• Typical floor plans (min. 1/16" scale) • Area use identification & area in sq. ft. • Janitor closet(s) location(s) • Circulation paths • Preliminary layouts of major lab spaces • Show flexibility for expansion and alterations • All room naming • Area tabulations compared to program requirements • Code study: existing, area separation, etc. • Mechanical, electrical and other service closets and rooms	• All floor plans (min 1/16" scale) • Wall types, fire ratings, smoke control zones • Partition types • Defined seating, serving & kitchen facilities • Fixed seating • Equipment & furniture layouts • Room numbering: dual numbering District and plan	• Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	• Dimensioned floor plans • Finish schedules • Door & hardware schedules • Interior elevations • Reflected ceiling plans • Partition details • Interior details
Elevators	• Elevator location(s) • Equipment room location(s)	• Elevator shaft section • Equipment description • Elevator legend	• Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	• Dimensioned plans • Complete specification • Door & frame details • Interior details with lighting
Plumbing & Piping	• Narrative • Water Service Entry • Fixture locations • Mechanical legend	• Location of headers • Location of pipe chases • Water header diagram • Central cooling water header diagram • Steam header diagram • Piping plans	• Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	• Pipe sizes • Radiation riser diagram • Plumbing riser diagram • Water header diagram • Central cooling water riser diagram • Chilled water riser diagram • Coil piping detail • Convactor piping detail • Water heater piping detail • Design calculations

ITEM	SCHEMATIC DESIGN PHASE @100% SD	DESIGN DEVELOPMENT PHASE @100%DD	CONSTRUCTION DOCUMENT PHASE @80% CD	CONSTRUCTION DOCUMENT PHASE @100%CD
HVAC	Narrative: - Identify all systems - One-line flow diagrams - Energy code requirements - Special occupancy zones - Mechanical legend - Air intake & discharge locations	- Preliminary calculations - One-line duct layout - Equipment list - Equipment locations - Control diagram - Sequence of operation - M/E smoke control scheme (matrix)	Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	- Equipment details - Installation details - Cross sections - Connection to FA & MCC - Design calculations
Fire Protection (Mechanical)	- Connection to utility - Location of sprinkler valve	- Riser diagram - One-line layout - Sprinkler legend	Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	- Complete specifications - Design Build Submittals to include: - Sprinkler valve details - Header & piping layouts - Pipe sizes - Design calculations
Lighting	Narrative Including: - Zones w/foot-candles - Fixture types - Control Strategy - Energy code requirements	- Fixture types/switching layout - Light level calculations	Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	- Fixture schedule - Installation details - Control diagram - Design calculations
Electric Power Distribution	- Narrative - Electric vault location - Electric closet(s) location(s) - Electric legend	- Equipment layout/sizes - Panel locations/schedules - One-line diagrams - Power riser diagram - Load estimate	Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	- Load summary - Panel schedules - Connection to FA & HVAC - MCC details - Design calculations
Fire Alarm	Narrative including Panel location	- Fire alarm zones - Smoke zones - Device locations - Riser diagram	Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	- Connection details - Connection to FA & HVAC - Riser diagram
Low Voltage Data & Telecommunications	Narrative: - Building & local distribution - Show: Frame closet locations & size	- Riser diagrams - Material cut-sheets - Conduit plans - Voice/data utility outlet locations	Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	- Backboard layout & connection diagrams - Connection details - Cable schedule
Service Facilities	- Loading location/dock - Service elevator - Service road	- Waste containers - Recycle holding area - Bottled gas area - Any special waste handling - Service vehicle parking area	Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	Details for all accessory & support apparatus in each area

ITEM	SCHEMATIC DESIGN PHASE @100% SD	DESIGN DEVELOPMENT PHASE @100%DD	CONSTRUCTION DOCUMENT PHASE @80% CD	CONSTRUCTION DOCUMENT PHASE @100%CD
Handicapped Provisions	• Access locations • Restrooms	• Ramped accesses	• Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	• Details for all associated accessories & provisions
Personal Safety Provisions	Narrative describing: • Design considerations leading to an inherently safe occupancy environment • Include ladders, access and fall protection	• Any special systems or applications promoting personal safety	• Should include coordination of disciplines, and all work of 100% CD with only minor details remaining to be finished	• Details required for personal safety provisions
Commissioning (Cx)	Provide to Cx by Owner and Design Team: • Documentation of Basis of Design and assumptions • Outline specification indicating all systems to be applied to the project, including type of system	• Documentation of Basis of Design and assumptions – updated • One-line diagrams • Calculations • System zoning • Sequences of operation	• Complete Cx Specification including Cx Plan template. • Division 1 Reference Complete	• 80% = 100%

REQUEST OF PROPOSAL
FOR
GROUP 3 FACILITY IMPROVEMENTS
FACILITY DRAWINGS

Beaverton School District
Facilities Project Documentation

Project Title	Install emergency generator and lighting	Cost Est. (\$)	Date	Proj. No.
Facility	Bethany	Location / Room #		

Detailed Project Scope	
Existing Conditions: Bethany (1970) - Emergency egress lighting is backed up by battery. - Security and intercom system have no backup power. - Building footage 49,934 sq ft Material & Equipment Specifications: - BSD Standard Caterpillar Generator - Approx generator size 30KW. - Day Tank -- Diesel - Quiet Shrouding - The generator should have a concrete pad and surrounded by chain link, with the addition of slats as being an option in the future. Quantities Required: 1 generator - Concrete Pad and Chain Link Fence - Suggested emergency generator location is 40 ft from existing electrical closet Fixtures, Furniture & Equipment Required: - None Notes: - This could be a design build by any of the major electrical contractor in this area. - The Electrical Panels are made by Circle A-W Prod Co. The section 1 panel is 120/208 V., 1600 Amps. Section 2 120/208 V., 800 Amps, Section 3 120/208 V., 1000 Amps, Section 4 120/208 V., 400 Amps.	
☐ Yes ☒ No ☐ Yes ☒ No ☐ Yes ☒ No ☒ Yes ☐ No ☒ Yes ☐ No ☒ Yes ☐ No ☐ Yes ☒ No ☐ Yes ☒ No	Hazardous Materials Present? Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? Land Use Permit Required? CWS Permit Required? Other Use Permit Required?
Can be Design Build ☐ City of Beaverton ☒ Washington County Type I	

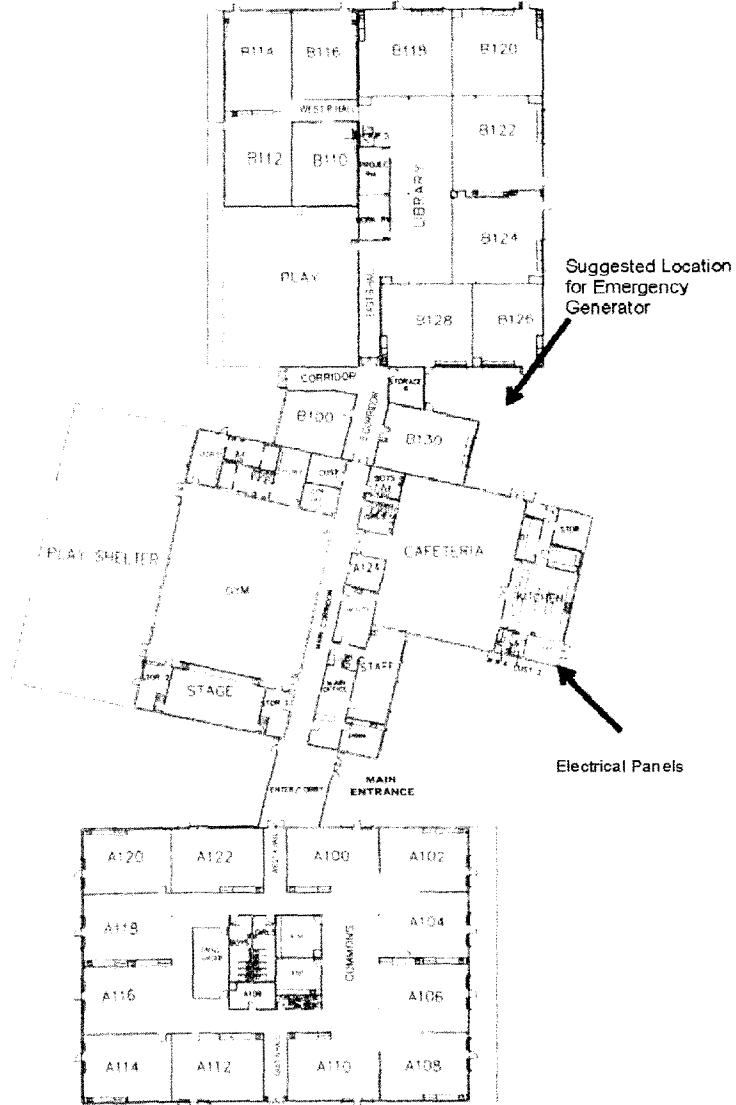
Project Analysis	
☒ Yes ☐ No ☐ Yes ☐ No	Independent Cost Estimate attached? Grants or Credits Available?

Attachments:	
☐ Yes ☐ No ☒ Yes ☐ No ☐ Yes ☐ No	District Map Facility Map / Floor Plan Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Install emergency generator and lighting	Cost Est. (\$)	Date	Proj. No.
Facility		Location / Room #		
	Bethany			

Facility Map



SHEET OF SHEETS	 Beaverton Schools District #48 Facilities Department 2180 C.W. 15th Avenue, Beaverton, Oregon 97006-5552 503.591.4333 FAX 503.591.4460	BE MARY ELI MENTARY SCHOOL	
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Beaverton School District Facilities Project Documentation

Project Title	Fire Panel Upgrade	Cost Est. (\$)	Date	Proj. No.
Facility	Cedar Mill	Location / Room #		

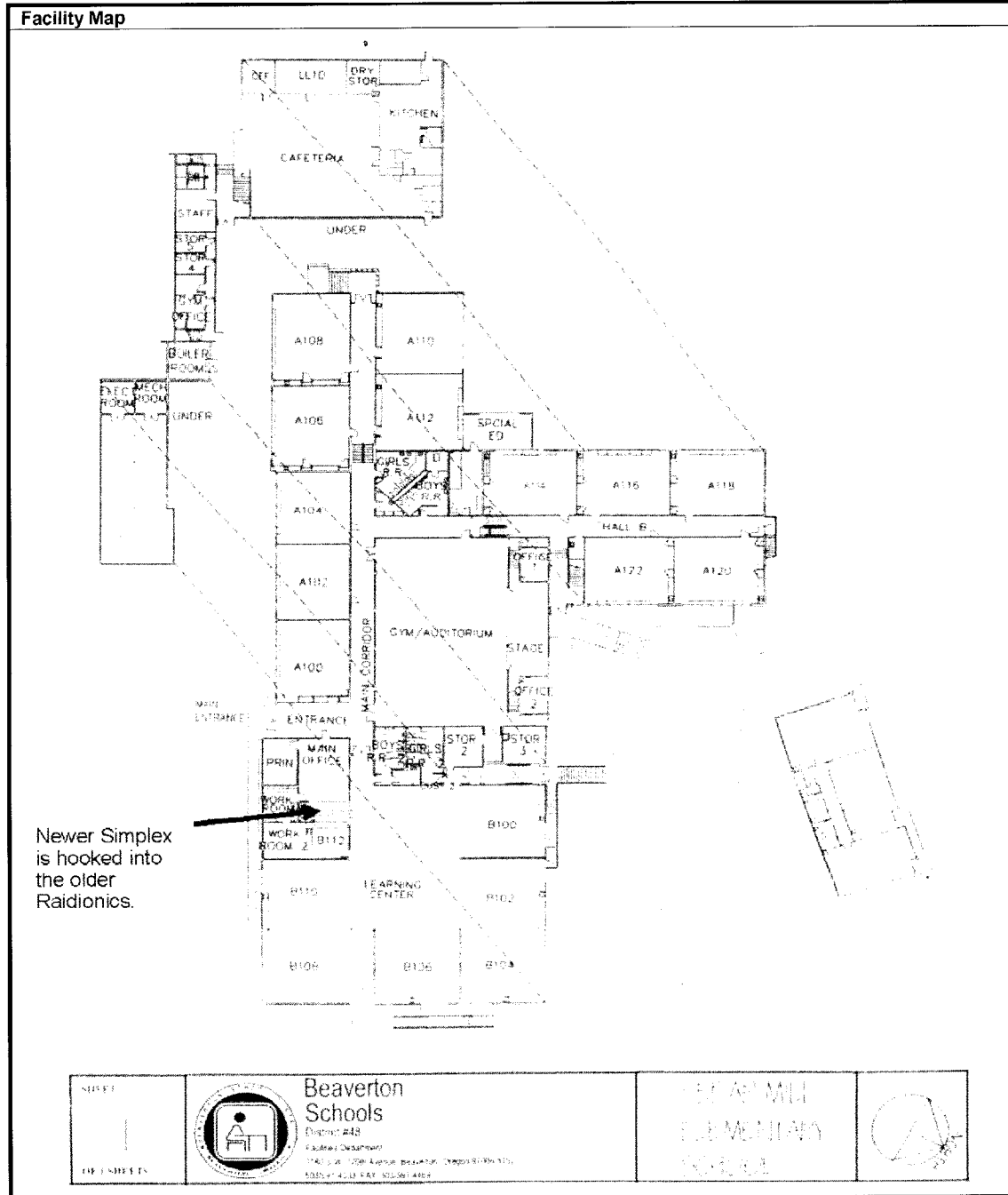
Detailed Project Scope	
Existing Conditions: Cedar Mill (1926) Fire alarm control panel is a Simplex 4010 tied into a Radionics fire control panel.	
Material & Equipment Specifications: Addressable fire alarm system by Simplex.	
Quantities Required: 1 fire alarm system.	
Fixtures, Furniture & Equipment Required: TBD by design.	
Notes: Consider a design build.	
☐ Yes ☒ No	Hazardous Materials Present?
☒ Yes ☐ No	Startup / Commissioning Required?
☒ Yes ☐ No	Training Required?
☒ Yes ☐ No	Design Required?
☒ Yes ☐ No	Building Permit Required?
☐ Yes ☒ No	Land Use Permit Required?
☐ Yes ☒ No	CWS Permit Required?
☐ Yes ☒ No	Other Use Permit Required?
☐ City of Beaverton	☒ Washington County

Project Analysis	
☒ Yes ☐ No	Independent Cost Estimate attached?
☐ Yes ☐ No	Grants or Credits Available?

Attachments:	
☐ Yes ☐ No	District Map
☒ Yes ☐ No	Facility Map / Floor Plan
☐ Yes ☐ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Fire Panel Upgrade	Cost Est. (\$)	Date	Proj. No.
Facility	Cedar Mill	Location / Room #		



Beaverton School District
Facilities Project Documentation

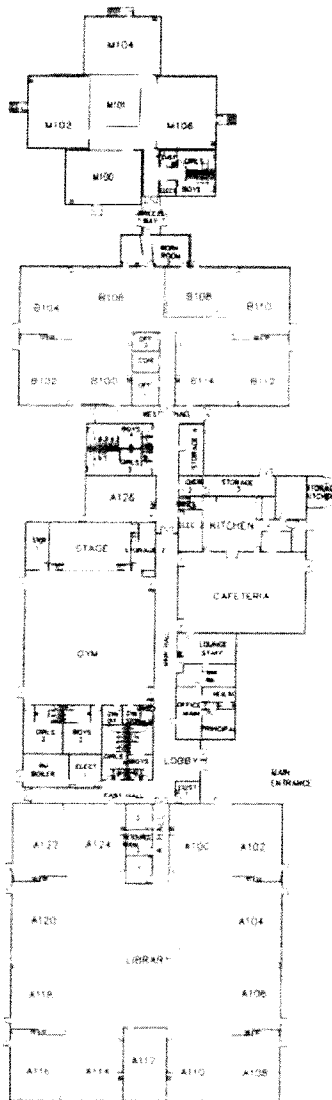
Project Title	Install hard walls for classroom and library	Cost Est. (\$)	Date	Proj. No.
Facility	Errol Hassell	Location / Room #		

Detailed Project Scope			
Existing Conditions: Errol Hassell (1979) - The total lineal length of wall remodels in the Library (A hall) is 530 ft. - The total lineal wall length in B hall is 260 ft. - The T-Bar tile will also need to be modified to accommodate for the remodel. - Carpet will need to be repaired and matched to existing conditions. Material & Equipment Specifications: - Steel studs & wallboard. - HVAC and Lighting will need to be addressed for each of the new spaces. Quantities Required: - Twelve Individual doors need to be installed. Fixtures, Furniture & Equipment Required: - Tack board Notes: - There will need to be an architectural rework of the B hall area. Existing conditions will not transfer over with a closed classroom environment because of the door and entryway arrangements			
☒ Yes ☐ No	☐ Yes ☒ No	Hazardous Materials Present? Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? Land Use Permit Required? CWS Permit Required? Other Use Permit Required?	Unknown tile condition under carpet ☒ City of Beaverton ☐ Washington County
Project Analysis			
☐ Yes ☐ No	Independent Cost Estimate attached?		
☐ Yes ☐ No	Grants or Credits Available?		
Attachments:			
☐ Yes ☐ No	District Map		
☒ Yes ☐ No	Facility Map / Floor Plan		
☐ Yes ☐ No	Project Schedule		

Beaverton School District Facilities Project Documentation

Project Title	Install hard walls for classroom and library	Cost Est. (\$)	Date	Proj. No.
Facility	Errol Hassell	Location / Room #		

Facility Map



NAME OF STUDENT	 Beaverton Schools District #4B Facilities Department 2180 S.W. 17th Avenue, Beaverton, Oregon 97005-5172 503.659.4233 FAX 503.659.4495	ERIC HASELL ELEMENTARY SCHOOL	
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Beaverton School District Facilities Project Documentation

Project Title	Add hard walls and doors	Cost Est. (\$)	Date	Proj. No.
Facility	Greenway	Location / Room #		

Detailed Project Scope
Existing Conditions: Greenway (1979) - There is a total of 630 lineal ft. of wall that needs to be addressed. Each partition wall runs on a ceiling track that will need to be taken out. - The T-Bar tile will also need to be modified to accommodate for the remodel. - Carpet will need to be repaired and matched to existing conditions. Material & Equipment Specifications: - Steel studs & wallboard. - HVAC and Lighting will need to be addressed for each of the new spaces. - Each wall will be wired for electrical, data and voice. Quantities Required: - Twelve Individual doors need to be installed. Fixtures, Furniture & Equipment Required: - Tack board/Whiteboards as needed. Notes: - N/A

☐ Yes ☐ Yes ☐ Yes ☒ Yes ☒ Yes ☐ Yes ☐ Yes ☐ Yes	☒ No ☒ No ☒ No ☐ No ☒ No ☒ No ☒ No ☒ No	Hazardous Materials Present? Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? Land Use Permit Required? CWS Permit Required? Other Use Permit Required?	☒ City of Beaverton	☐ Washington County
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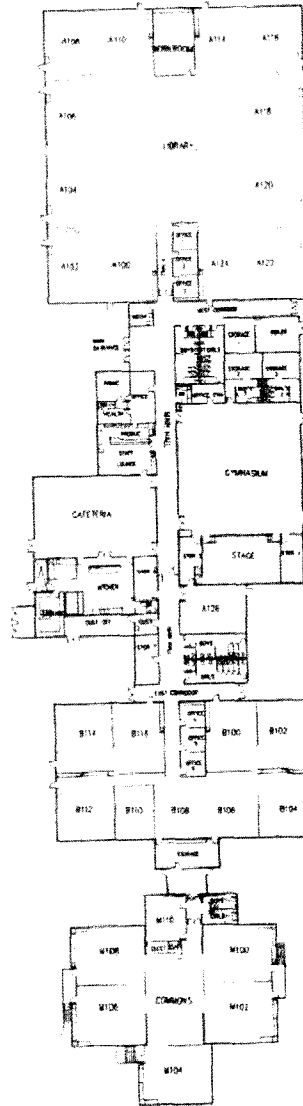
Project Analysis
☐ Yes ☐ No Independent Cost Estimate attached? ☐ Yes ☐ No Grants or Credits Available?

Attachments:
☐ Yes ☐ No District Map ☒ Yes ☐ No Facility Map / Floor Plan ☐ Yes ☐ No Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Add hard walls and doors	Cost Est. (\$)	Date	Proj. No.
Facility	Greenway	Location / Room #		

Facility Map



Beaverton School District Facilities Project Documentation

Project Title	Upgrade ventilation Health room restroom	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		

Detailed Project Scope		
Existing Conditions: Rest room has a return vent but no vent fans. Air becomes stale after a while, and has problems with odor when used.		
Material & Equipment Specifications: - Add a supply vent and fan to the health room restroom. - Wire fan controls into the lights with a 15 minute delay after the lights have been shut off.		
Quantities Required: 1 vent fan, associated supply and wiring.		
Fixtures, Furniture & Equipment Required: None		
Notes: N/A		
☐ Yes ☒ No Hazardous Materials Present? ☐ Yes ☒ No Startup / Commissioning Required? ☐ Yes ☒ No Training Required? ☒ Yes ☐ No Design Required? ☒ Yes ☐ No Building Permit Required? ☐ Yes ☒ No Land Use Permit Required? ☐ Yes ☒ No CWS Permit Required? ☐ Yes ☒ No Other Use Permit Required? ☒ City of Beaverton ☐ Washington County		

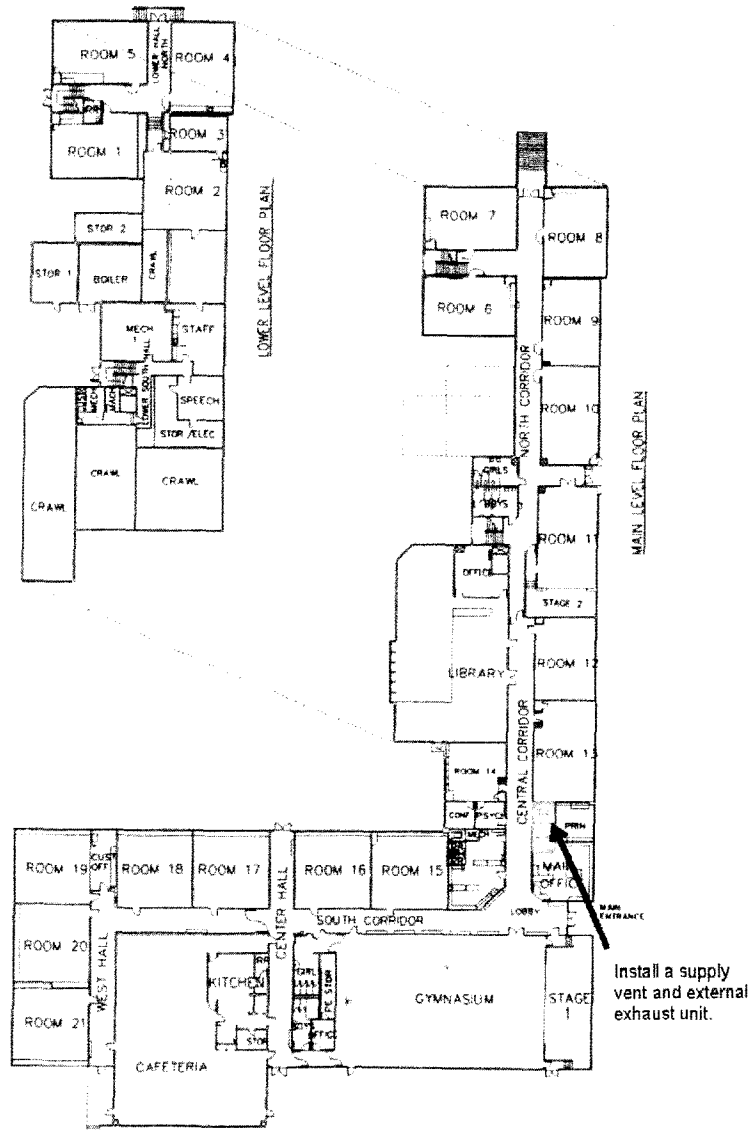
Project Analysis	
☐ Yes ☐ No	Independent Cost Estimate attached?
☐ Yes ☐ No	Grants or Credits Available?

Attachments:	
☐ Yes ☐ No	District Map
☒ Yes ☐ No	Facility Map / Floor Plan
☐ Yes ☐ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Upgrade ventilation Health room restroom	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		

Facility Map



SHEET 1 OF 1 SHEETS	 Beaverton Schools District 40B 2140 S.W. 17th Avenue, Beaverton, Oregon 97005-0112 503.681.4333 FAX 503.681.4462	MCKAY ELEMENTARY SCHOOL	
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Beaverton School District Facilities Project Documentation

Project Title	Hallway Renovation	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		

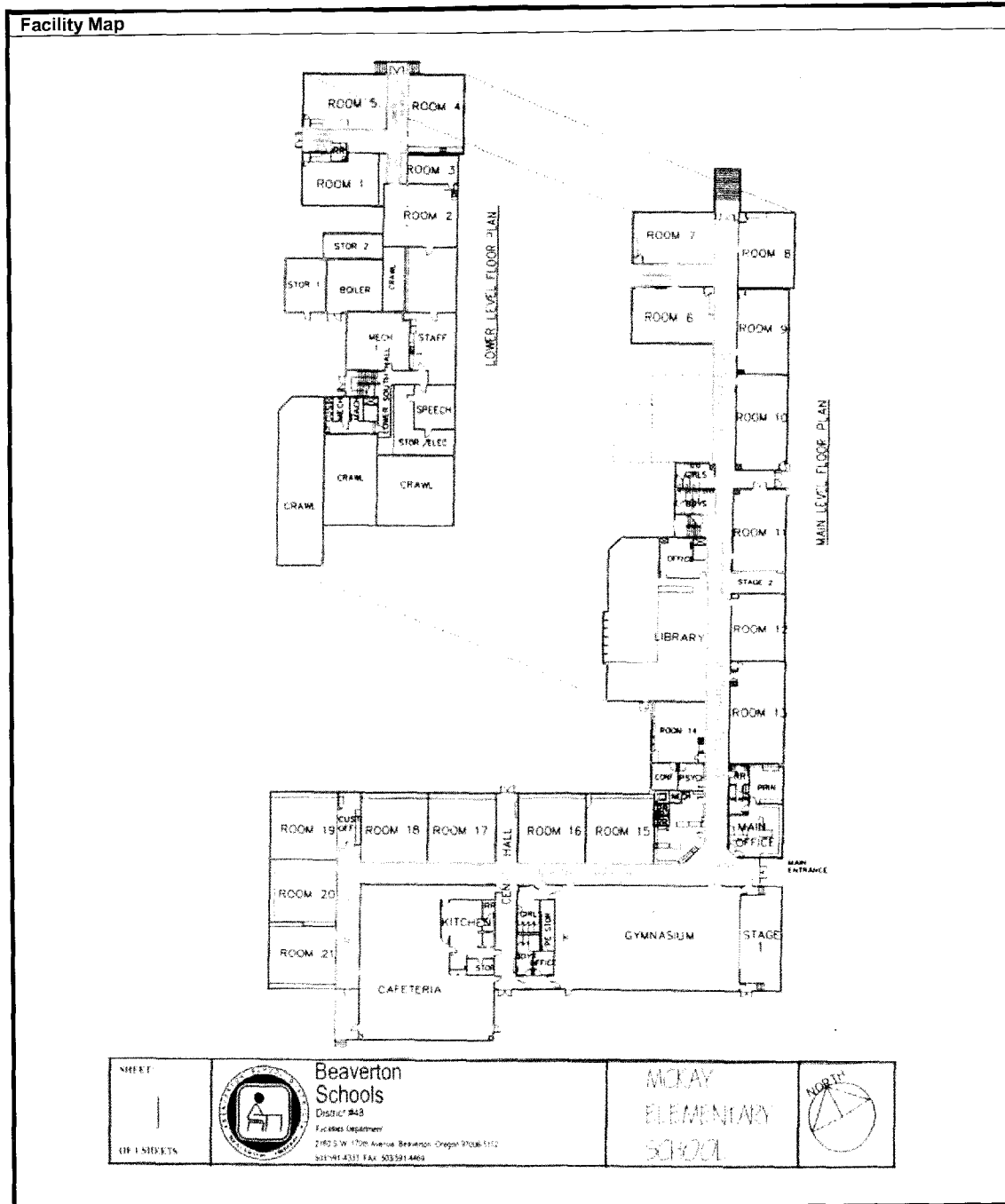
Detailed Project Scope			
Existing Conditions: McKay (1929) The hallways have water damaged tile, and an older glued up ceiling tile system. The floors are cracked and buckled and, in some places, pose tripping hazards.			
Material & Equipment Specifications: 2 X 4 ceiling tile system with drop-in lights. Match existing conditions in library. - Corridor spaces should be upgraded according to their need.			
Quantities Required: TBD by Design			
Fixtures, Furniture & Equipment Required: None			
Notes: Ceiling design will need to address structural load on the existing ceiling.			
☒ Yes ☐ Yes ☐ Yes ☒ Yes ☒ Yes ☐ Yes ☐ Yes ☐ Yes	☐ No ☒ No ☒ No ☐ No ☐ No ☒ No ☒ No ☒ No	Hazardous Materials Present? Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? Land Use Permit Required? CWS Permit Required? Other Use Permit Required?	Unknown; mastic used for ceiling tiles. ☒ City of Beaverton ☐ Washington County

Project Analysis	
☒ Yes ☐ Yes	☐ No ☒ No
Independent Cost Estimate attached? Grants or Credits Available?	

Attachments:	
☐ Yes ☒ Yes ☐ Yes	☒ No ☐ No ☒ No
District Map Facility Map / Floor Plan Project Schedule	

Beaverton School District Facilities Project Documentation

Project Title	Hallway Renovation	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		



Beaverton School District
Facilities Project Documentation

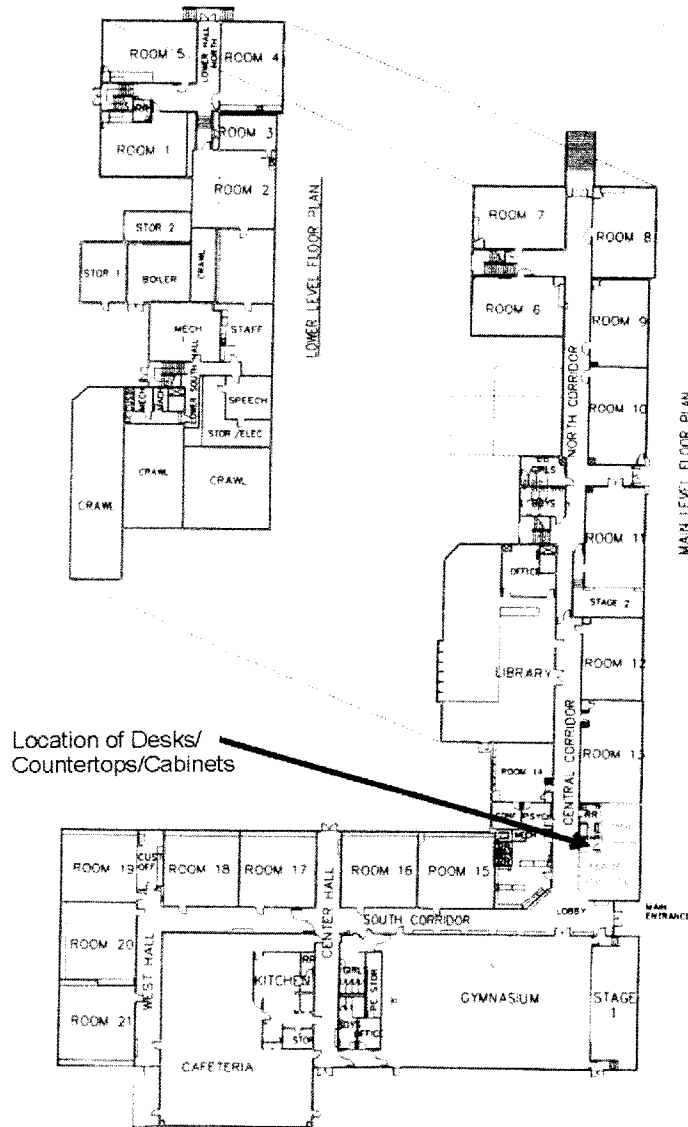
Project Title	Countertop and Cabinet Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #	Main Office	

Detailed Project Scope			
Existing Conditions: McKay (1929) The countertops and cabinets are not functionally appropriate, and do not meet current needs. These cabinets really seem to eat up space and the room would be better served if there was attention brought to that problem.			
Material & Equipment Specifications: Office cabinet size are 42"l x 16"w x 32"h			
Quantities Required: TBD by Design			
Fixtures, Furniture & Equipment Required: None			
Notes: Layout for office cabinets and countertops should be compliant with ADA.			
☐ Yes ☒ No Hazardous Materials Present? ☐ Yes ☒ No Startup / Commissioning Required? ☐ Yes ☒ No Training Required? ☒ Yes ☐ No Design Required? ☒ Yes ☐ No Building Permit Required? ☐ Yes ☒ No Land Use Permit Required? ☐ Yes ☒ No CWS Permit Required? ☐ Yes ☒ No Other Use Permit Required? ☒ City of Beaverton ☐ Washington County			
Project Analysis			
☒ Yes ☐ No Independent Cost Estimate attached?			
☐ Yes ☒ No Grants or Credits Available?			
Attachments:			
☐ Yes ☒ No District Map			
☒ Yes ☐ No Facility Map / Floor Plan			
☐ Yes ☒ No Project Schedule			

Beaverton School District Facilities Project Documentation

Project Title	Countertop and Cabinet Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #	Main Office	

Facility Map



SHEET 1 OF 1 SHEETS	 Beaverton Schools District #48 Facilities Department 2140 S.W. 172nd Avenue Beaverton, Oregon 97006-5152 503.641.4331 FAX 503.521.4462	MCKAY ELEMENTARY SCHOOL	
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Beaverton School District Facilities Project Documentation

Project Title	HVAC	Cost Est. (\$)	Date	Proj. No.
Facility	Mckay	Location / Room #		

Detailed Project Scope			
Existing Conditions: Raleigh Hills (1927)			
The Lower classrooms have window or floor heating units. Some rooms to not have AC installed at all.			
Material & Equipment Specifications:			
- One boiler - AC with distribution and wiring for associative power. - HVAC Controls as per BSD Standard			
Quantities Required:			
TBD by design.			
Fixtures, Furniture & Equipment Required:			
None			
Notes:			
The library does not have any AC installed at this time. This space is also used as a computer lab, and would benefit from having AC installed to keep the machines stationed there from overheating.			
☒ Yes	☐ No	Hazardous Materials Present?	Unknown; asbestos
☒ Yes	☐ No	Startup / Commissioning Required?	
☒ Yes	☐ No	Training Required?	
☒ Yes	☐ No	Design Required?	
☒ Yes	☐ No	Building Permit Required?	☒ City of Beaverton ☐ Washington County
☒ Yes	☐ No	Land Use Permit Required?	TBD by design.
☐ Yes	☒ No	CWS Permit Required?	
☐ Yes	☒ No	Other Use Permit Required?	

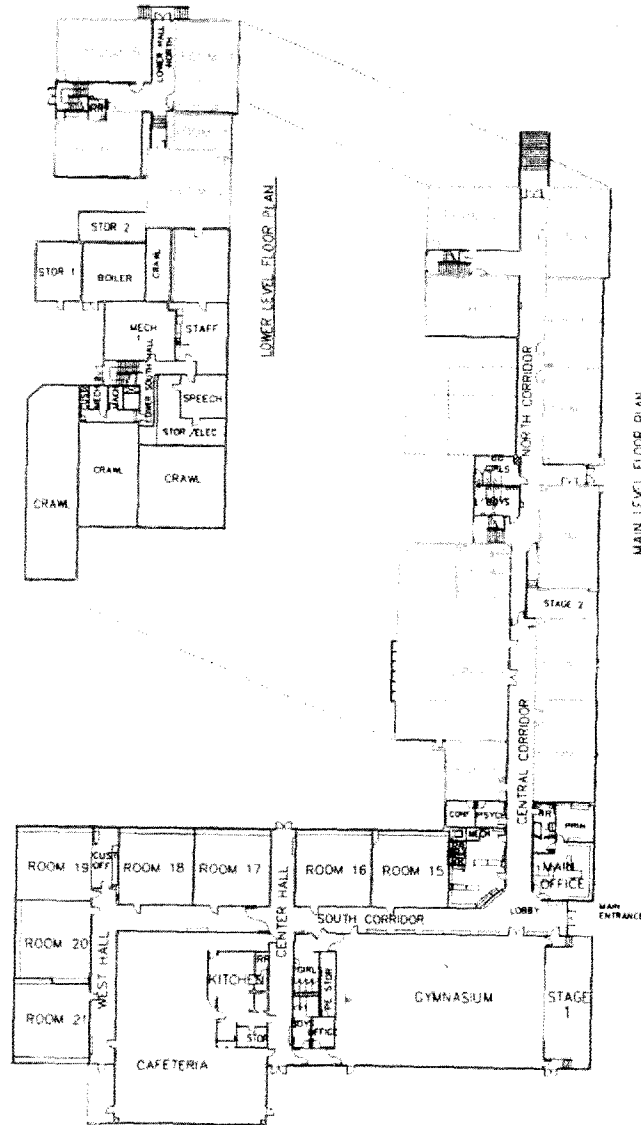
Project Analysis	
☒ Yes ☐ No	Independent Cost Estimate attached?
☒ Yes ☐ No	Grants or Credits Available? Apply for BETC and Oregon Trust Fund

Attachments:	
☐ Yes ☒ No	District Map
☒ Yes ☐ No	Facility Map / Floor Plan
☐ Yes ☒ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	HVAC	Cost Est. (\$)	Date	Proj. No.
Facility	Mckay	Location / Room #		

Facility Map



SHEET OF 1 SHEETS		Beaverton Schools District #48 Facilities Department 2190 S.W. 170th Avenue, Beaverton, Oregon 97006-5122 503.591.4331 FAX 503.591.4465	MCKAY ELEMENTARY SCHOOL	
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Beaverton School District
Facilities Project Documentation

Project Title	Domestic Piping Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		

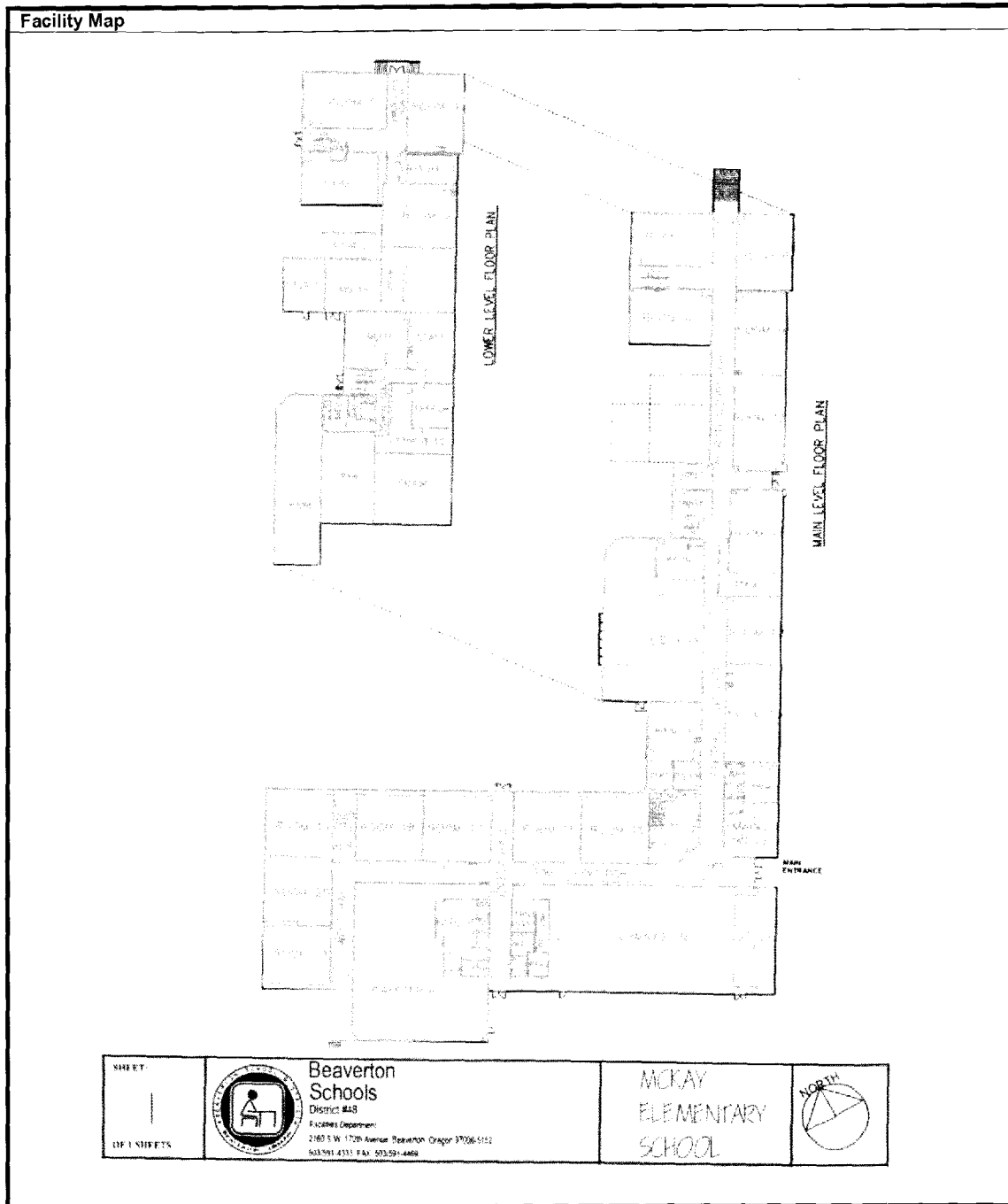
Detailed Project Scope		
Existing Conditions: McKay (1929) - Existing pipe is corroded to the point of being unreliable. Hard lid ceiling with externally hung piping. Piping also runs underground along a crawl space. Building was constructed in 1926 and since this time has not entirely replaced the domestic hot/cold supply and return lines in the facility - The domestic piping for this facility is located in the attic space, or exposed on the wall in the lower level. Material & Equipment Specifications: - The facility needs new copper piping, fittings, shut offs, insulation, and a hot water circulator pump. Quantities Required: - Building Approx Sq. Ft.: 49,010 sq. ft Fixtures, Furniture & Equipment Required: - None Notes: - Need to take into account abatement during the demolition portion of the project. - Shift work may be required to complete during summer break		
☐ Yes ☐ Yes ☐ Yes ☒ Yes ☒ Yes ☐ Yes ☐ Yes ☐ Yes	☒ No ☒ No ☒ No ☐ No ☐ No ☒ No ☒ No ☒ No	Hazardous Materials Present? Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? ☒ City of Beaverton ☐ Washington County Land Use Permit Required? CWS Permit Required? Other Use Permit Required?

Project Analysis		
☒ Yes ☐ Yes	☐ No ☒ No	Independent Cost Estimate attached? Grants or Credits Available?

Attachments:		
☐ Yes ☒ Yes ☐ Yes	☒ No ☐ No ☒ No	District Map Facility Map / Floor Plan Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Domestic Piping Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		



Beaverton School District Facilities Project Documentation

Project Title	Replace roofing	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		

Detailed Project Scope			
Existing Conditions: McKay (1929) Original Building – Composition shingles on trussed roof. New portion on building build up with cap sheet finish			
Material & Equipment Specifications: Material selected should not emit offensive odors for the school and adjacent properties. Tremco cold-applied built-up or other equivalent.			
Quantities Required: Building footage is approximately 49,010 sq ft.			
Fixtures, Furniture & Equipment Required: None			
Notes: - Steve Ingram from Tremco gave initial estimate. - Seismic Upgrades may need to be under a separate budget. - Stamped seismic drawings will be required for permit			
☒ Yes ☐ No ☐ Yes ☒ No ☐ Yes ☒ No ☒ Yes ☐ No ☒ Yes ☐ No ☐ Yes ☒ No ☐ Yes ☒ No ☐ Yes ☒ No	Hazardous Materials Present? Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? Land Use Permit Required? CWS Permit Required? Other Use Permit Required?	Unknown; asbestos ☒ City of Beaverton ☐ Washington County	

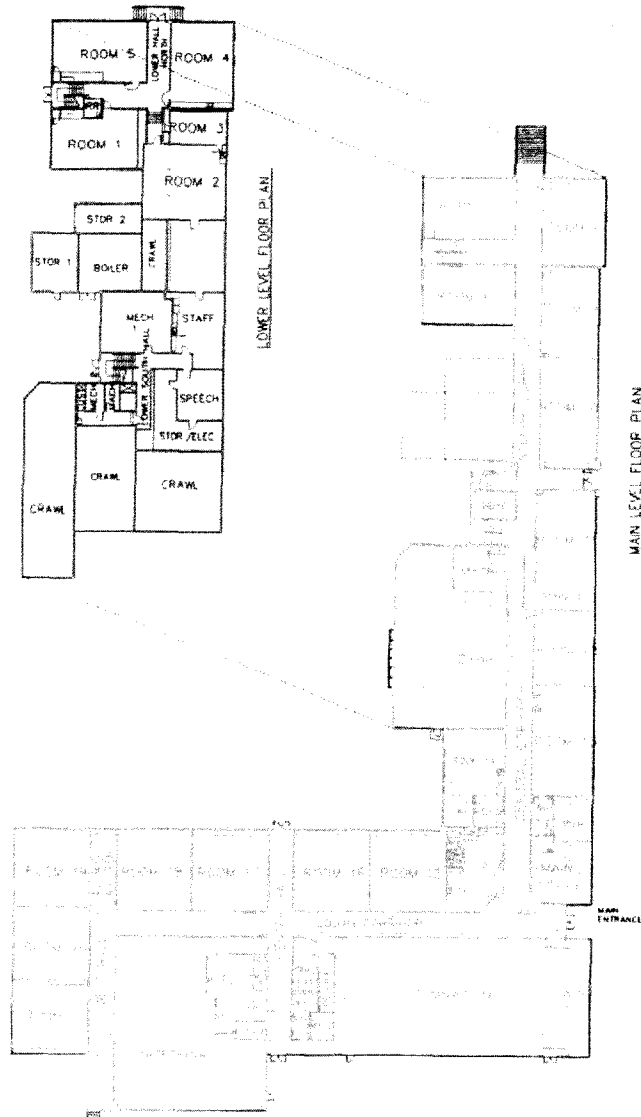
Project Analysis	
☐ Yes ☒ No	Independent Cost Estimate attached?
☐ Yes ☒ No	Grants or Credits Available?

Attachments:	
☐ Yes ☒ No	District Map
☒ Yes ☐ No	Facility Map / Floor Plan
☐ Yes ☒ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Replace roofing	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		

Facility Map



SHEET: 1 OF 1 SHEETS		Beaverton Schools District #48 Facilities Department 2180 S.W. 170th Avenue Beaverton, Oregon 97006-5152 503.591.4133 FAX: 503.591.4468	MCKAY ELEMENTARY SCHOOL	
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Beaverton School District
Facilities Project Documentation

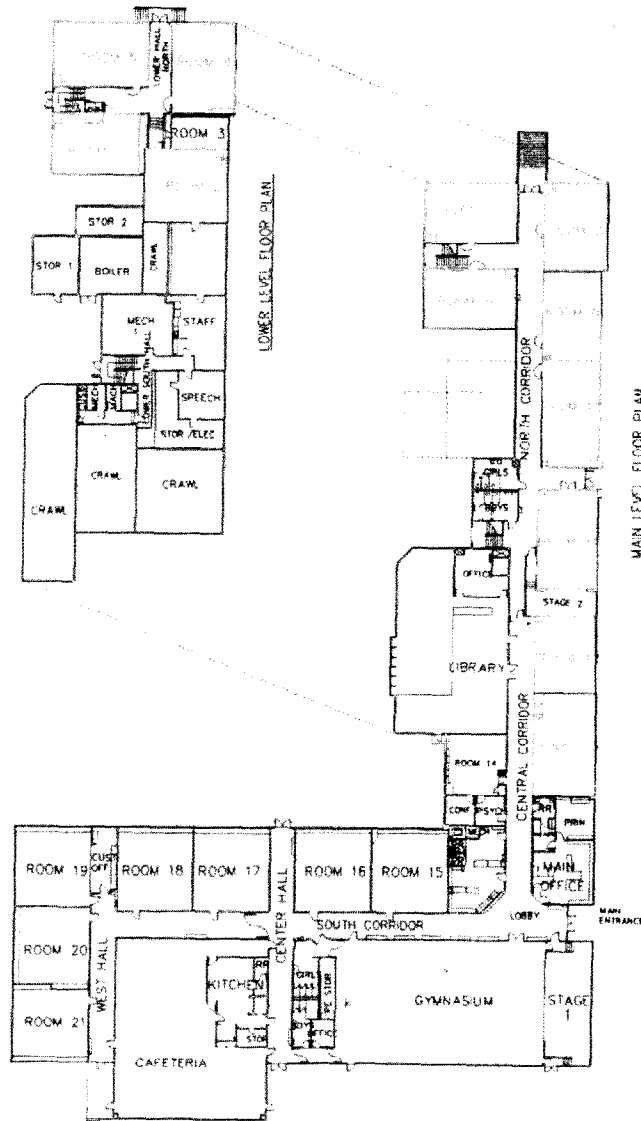
Project Title	Sink Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		

Detailed Project Scope																																																	
Existing Conditions: William Walker (1960) - Drop-in sinks are made of porcelain located in the existing countertops. Each are worn and stained beyond normal maintenance and need to be replaced. - The fixtures on the sink are rusted and tarnished and are unsightly as well. - The Sinks are standard sizes 30" by 18" and have a water faucet and bubblerhead attached to them. Material & Equipment Specifications: - Replace sinks as per BSD standard. - Water faucet and bubblerhead should be installed with each sink. Quantities Required: 12 Sinks - Stainless steel sinks similar to existing configuration to existing sinks - Replace hot and cold water supply lines to existing shut off valves. - Chicago fixtures only. Fixtures, Furniture & Equipment Required: - None Notes: - BSD will provide model number and material standards.																																																	
<table style="width: 100%; border: none;"> <tr> <td style="width: 10%;">☐ Yes</td> <td style="width: 10%;">☒ No</td> <td style="width: 40%;">Hazardous Materials Present?</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>☐ Yes</td> <td>☒ No</td> <td>Startup / Commissioning Required?</td> <td></td> <td></td> <td></td> </tr> <tr> <td>☐ Yes</td> <td>☒ No</td> <td>Training Required?</td> <td></td> <td></td> <td></td> </tr> <tr> <td>☐ Yes</td> <td>☒ No</td> <td>Design Required?</td> <td></td> <td></td> <td></td> </tr> <tr> <td>☐ Yes</td> <td>☒ No</td> <td>Building Permit Required?</td> <td>☐ City of Beaverton</td> <td>☒ Washington County</td> <td></td> </tr> <tr> <td>☐ Yes</td> <td>☒ No</td> <td>Land Use Permit Required?</td> <td></td> <td></td> <td></td> </tr> <tr> <td>☐ Yes</td> <td>☒ No</td> <td>CWS Permit Required?</td> <td></td> <td></td> <td></td> </tr> <tr> <td>☐ Yes</td> <td>☒ No</td> <td>Other Use Permit Required?</td> <td></td> <td></td> <td></td> </tr> </table>		☐ Yes	☒ No	Hazardous Materials Present?				☐ Yes	☒ No	Startup / Commissioning Required?				☐ Yes	☒ No	Training Required?				☐ Yes	☒ No	Design Required?				☐ Yes	☒ No	Building Permit Required?	☐ City of Beaverton	☒ Washington County		☐ Yes	☒ No	Land Use Permit Required?				☐ Yes	☒ No	CWS Permit Required?				☐ Yes	☒ No	Other Use Permit Required?			
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Project Analysis																																																	
☒ Yes ☐ No Independent Cost Estimate attached?																																																	
☐ Yes ☒ No Grants or Credits Available?																																																	
Attachments:																																																	
☐ Yes ☒ No District Map																																																	
☒ Yes ☐ No Facility Map / Floor Plan																																																	
☐ Yes ☒ No Project Schedule																																																	

Beaverton School District Facilities Project Documentation

Project Title	Sink Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	McKay	Location / Room #		

Facility Map



SHEET: OF SHEETS	 Beaverton Schools District #48 Facilities Department 2160 S.W. 110th Avenue, Beaverton, Oregon 97006-5112 503.641.4333 FAX 503.641.4469	MCKAY ELEMENTARY SCHOOL	
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Beaverton School District Facilities Project Documentation

Project Title	Emergency Generator Installation	Cost Est. (\$)	Date	Proj. No.
Facility	Nancy Ryles	Location / Room #		

Detailed Project Scope	
Existing Conditions: Nancy Ryles (1991) - School has a emergency battery powered inverter to run emergency egress lighting - Building is approximately 69,325 sq. ft. Material & Equipment Specifications: - BSD Standard Caterpillar Generator - Approx generator size 30KW. - Day Tank -- Diesel - Quiet Shrouding - The generator should have a concrete pad and surrounded by some sort of barrier to enclose the generator visually.. Quantities Required: 1 generator 30KW - Concrete Pad - Visual enclosure as per BSD standard. - Suggested emergency generator location is 40 ft from existing electrical closet. Fixtures, Furniture & Equipment Required: - None Notes: - Currently the cost is estimated from the total square footage of the facility. - This could be a design build by any of the major electrical contractor in this area. - The Electrical Panels are made by GE (1991) The section 1 panel is 480 V., 1200 Amps; Section 2 480 V; 600 Amps. Section 3 480 V 1600 Amps; Section 4 480V 1600 Amps. - The best location is about 40 ft from the electrical room at the back of the school, near a rear driveway.	
☐ Yes ☒ No	Hazardous Materials Present?
☐ Yes ☒ No	Startup / Commissioning Required?
☐ Yes ☒ No	Training Required?
☒ Yes ☐ No	Design Required?
☒ Yes ☐ No	Building Permit Required?
☒ Yes ☐ No	Land Use Permit Required?
☐ Yes ☒ No	CWS Permit Required?
☐ Yes ☒ No	Other Use Permit Required?

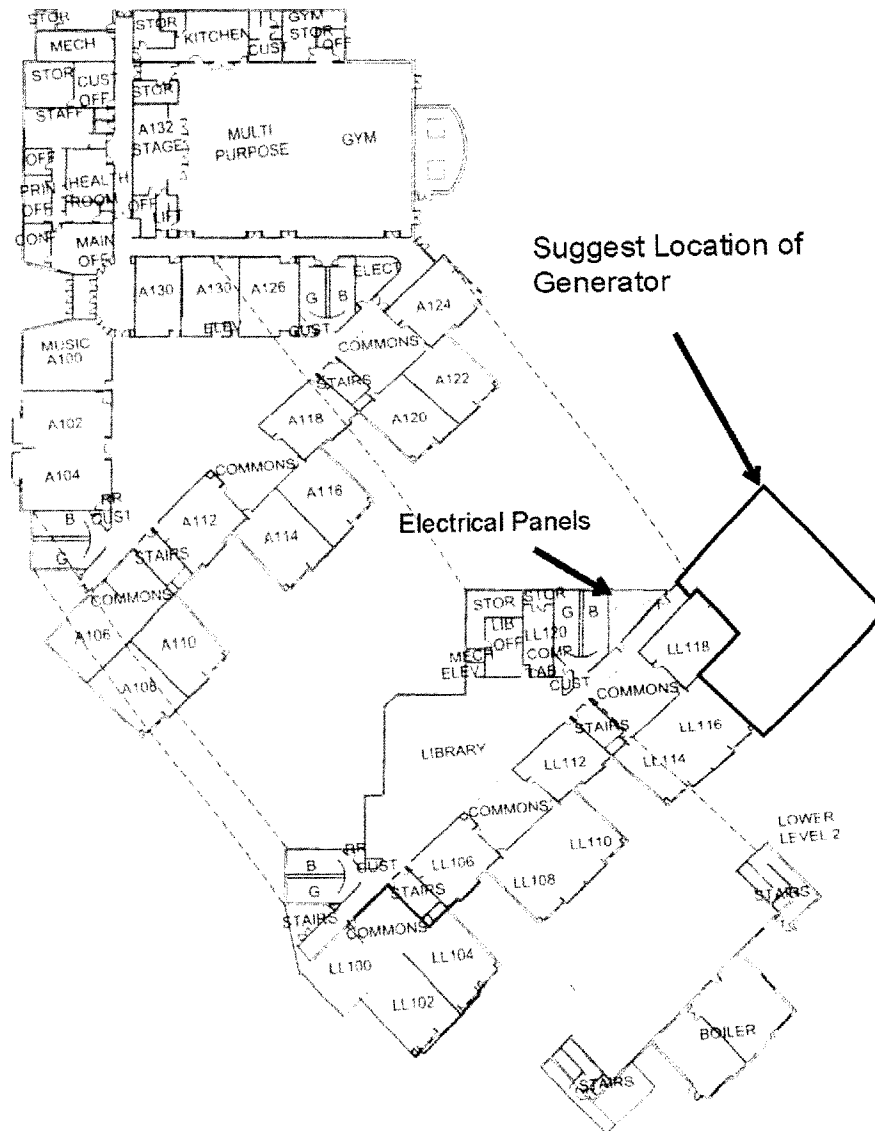
Project Analysis	
☒ Yes ☐ No	Independent Cost Estimate attached?
☐ Yes ☒ No	Grants or Credits Available?

Attachments:	
☐ Yes ☒ No	District Map
☒ Yes ☐ No	Facility Map / Floor Plan
☐ Yes ☒ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Emergency Generator Installation	Cost Est. (\$)	Date	Proj. No.
Facility	Nancy Ryles	Location / Room #		

Facility Map



SHEET: 1 OF 1 SHEETS	 Beaverton Schools District #48 Facilities Department 2140 S.W. 170th Avenue, Beaverton, Oregon 97006-5152 503.591.4331 FAX: 503.591.4489	NANCY RYLES ELEMENTARY SCHOOL	
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Beaverton School District Facilities Project Documentation

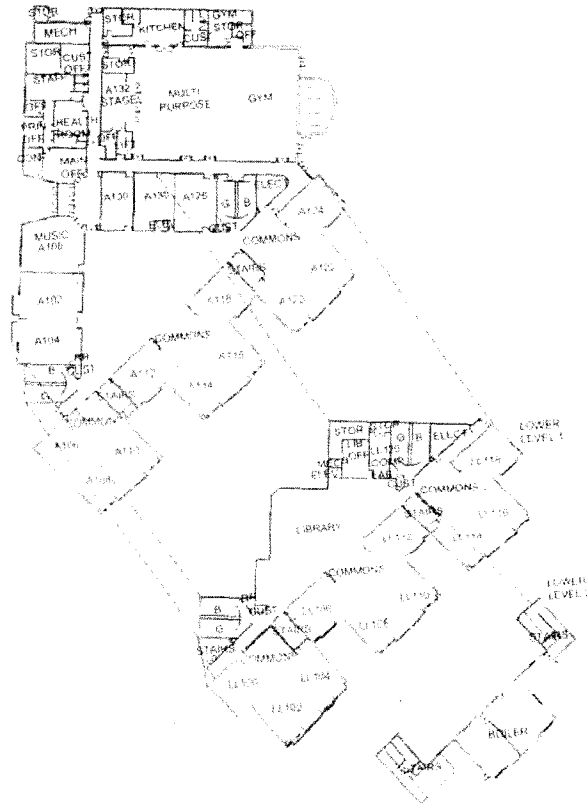
Project Title	Add hard walls and doors	Cost Est. (\$)	Date	Proj. No.
Facility	Nancy Ryles	Location / Room #		

Detailed Project Scope			
Existing Conditions: Nancy Ryles (1991)			
- There is a total of 900 lineal ft. of wall that needs to be addressed. Each partition wall runs on a ceiling track that will need to be taken out. - The T-Bar tile will also need to be modified to accommodate for the remodel. - Carpet will need to be repaired and matched to existing conditions.			
Material & Equipment Specifications:			
- Steel studs & wallboard. - HVAC and Lighting will need to be addressed for each of the new spaces.			
Quantities Required:			
Twenty Individual doors need to be installed.			
Fixtures, Furniture & Equipment Required:			
Tack board			
Notes:			
Determine which wall will be the teaching wall during design.			
☐ Yes	☒ No	Hazardous Materials Present?	
☐ Yes	☒ No	Startup / Commissioning Required?	
☐ Yes	☒ No	Training Required?	
☒ Yes	☐ No	Design Required?	
☒ Yes	☐ No	Building Permit Required?	☒ City of Beaverton ☐ Washington County
☐ Yes	☒ No	Land Use Permit Required?	
☐ Yes	☒ No	CWS Permit Required?	
☐ Yes	☒ No	Other Use Permit Required?	
Project Analysis			
☒ Yes	☐ No	Independent Cost Estimate attached?	
☐ Yes	☒ No	Grants or Credits Available?	
Attachments:			
☐ Yes	☒ No	District Map	
☒ Yes	☐ No	Facility Map / Floor Plan	
☐ Yes	☒ No	Project Schedule	

Beaverton School District Facilities Project Documentation

Project Title	Add hard walls and doors	Cost Est. (\$)	Date	Proj. No.
Facility	Nancy Ryles	Location / Room #		

Facility Map



Beaverton School District
Facilities Project Documentation

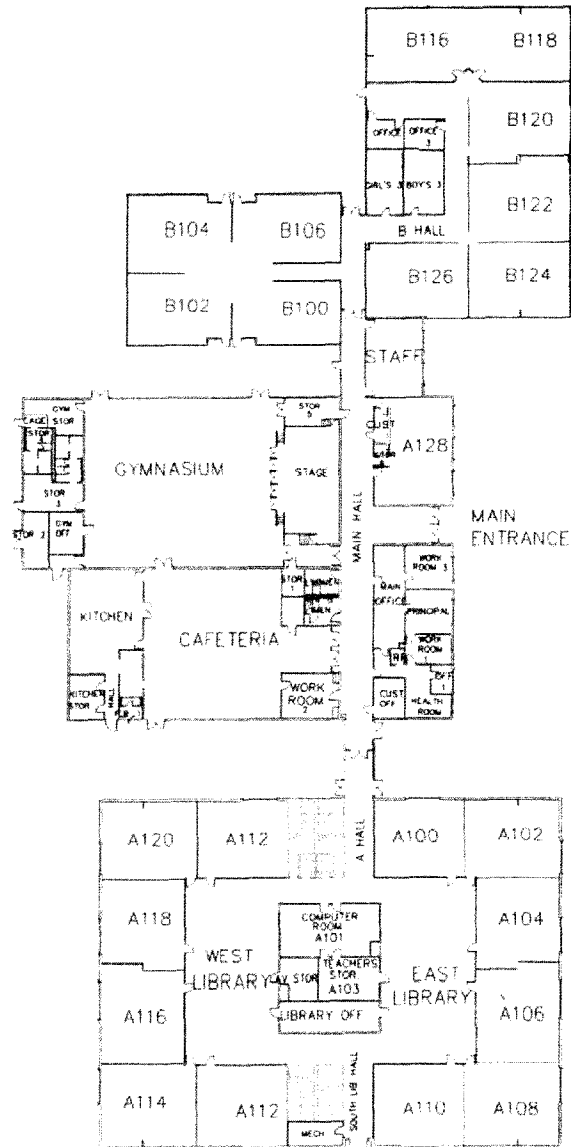
Project Title	Sink Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	Oak Hills	Location / Room #		

Detailed Project Scope			
Existing Conditions: Oak Hills (1967) - Four Bradley sinks located in the girls and boys bathrooms in the A classroom wing. Material & Equipment Specifications: - Replace the four existing Bradley sinks with 8 individual sinks and ceramic tile backing. - Chicago style fixtures as per BSD standard Quantities Required: - Match 8 sinks, faucet fixtures, and 4 waterproof backsplash to other sink locations. - Replace hot and cold water lines up to shut off. - Patch floor tile. Fixtures, Furniture & Equipment Required: - None Notes: - N/A			
☒ Yes ☐ Yes ☐ Yes ☒ Yes ☒ Yes ☐ Yes ☐ Yes ☐ Yes	☐ No ☒ No ☒ No ☐ No ☐ No ☒ No ☒ No ☒ No	Hazardous Materials Present? Unknown; asbestos Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? ☐ City of Beaverton ☒ Washington County Land Use Permit Required? CWS Permit Required? Other Use Permit Required?	
Project Analysis			
☒ Yes ☐ Yes	☐ No ☒ No	Independent Cost Estimate attached? Grants or Credits Available?	
Attachments:			
☐ Yes ☒ Yes ☐ Yes	☒ No ☐ No ☒ No	District Map Facility Map / Floor Plan Project Schedule	

Beaverton School District Facilities Project Documentation

Project Title	Sink Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	Oak Hills	Location / Room #		

Facility Map



	Beaverton Schools District #48 Facilities Department 2180 S.W. 172nd Avenue, Beaverton, Oregon 97006-5132 503/591-4333 FAX 503/591-4469	OAK HILLS ELEMENTARY SCHOOL	
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Beaverton School District
Facilities Project Documentation

Project Title	Fire Panel Upgrade	Cost Est. (\$)	Date	Proj. No.
Facility	Oak Hills	Location / Room #		

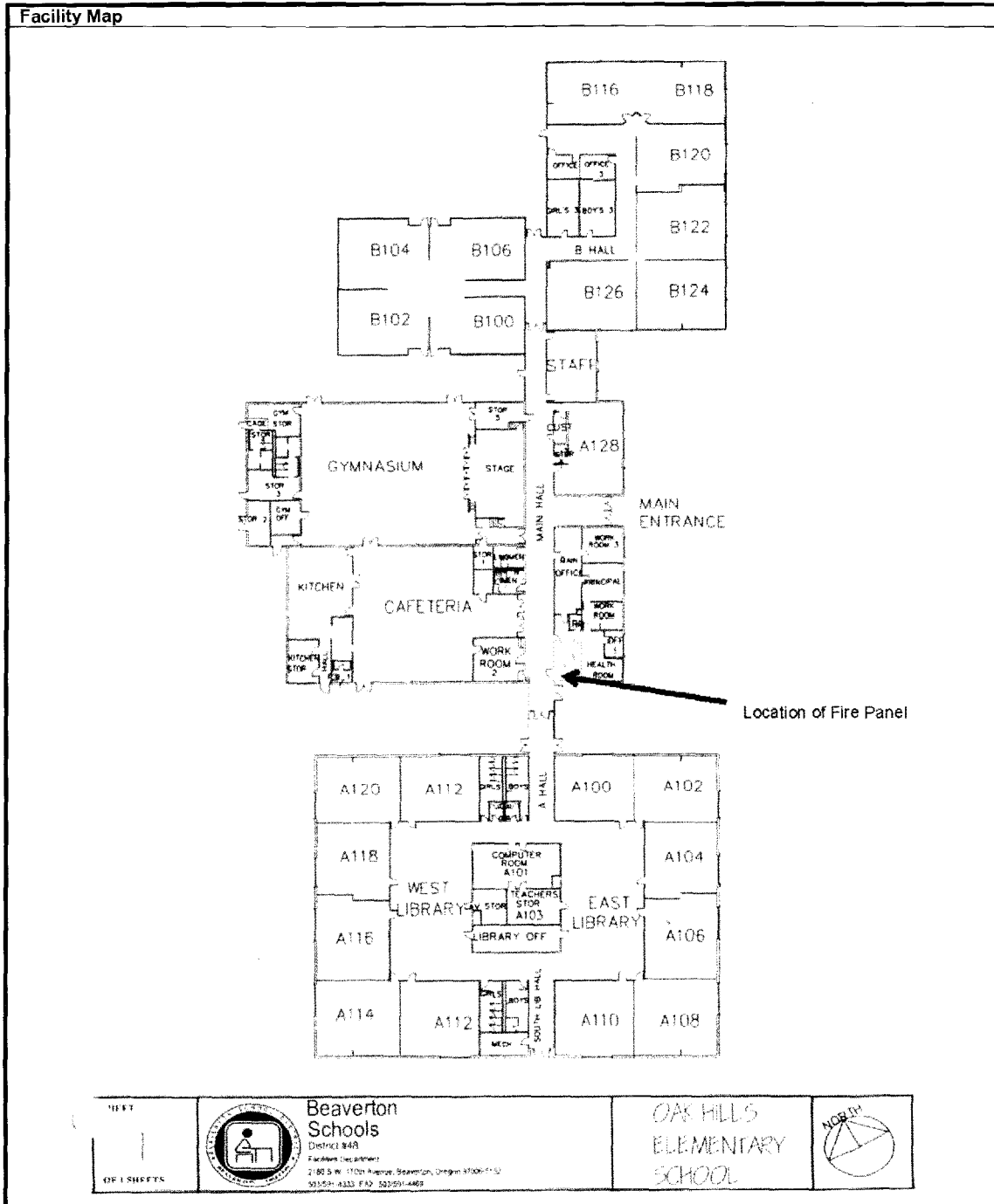
Detailed Project Scope			
Existing Conditions: Oak Hills (1967) • Fire alarm control panel is Radionics and is a non addressable system. • Location is in the custodial office. Material & Equipment Specifications: • Addressable fire alarm system by simplex. Quantities Required: • 1 fire alarm system. Fixtures, Furniture & Equipment Required: • TBD by design. Notes: • Consider design build.			
☒ Yes	☐ No	Hazardous Materials Present?	Unknown; Asbestos
☒ Yes	☐ No	Startup / Commissioning Required?	
☒ Yes	☐ No	Training Required?	
☒ Yes	☐ No	Design Required?	
☒ Yes	☐ No	Building Permit Required?	☐ City of Beaverton ☒ Washington County
☐ Yes	☒ No	Land Use Permit Required?	
☐ Yes	☒ No	CWS Permit Required?	
☐ Yes	☒ No	Other Use Permit Required?	

Project Analysis	
☒ Yes	Independent Cost Estimate attached?
☐ Yes	☒ No Grants or Credits Available?

Attachments:	
☐ Yes	☒ No District Map
☒ Yes	☐ No Facility Map / Floor Plan
☐ Yes	☒ No Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Fire Panel Upgrade	Cost Est. (\$)	Date	Proj. No.
Facility	Oak Hills	Location / Room #		



Beaverton School District
Facilities Project Documentation

Project Title	Domestic Piping Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	Oak Hills	Location / Room #		

Detailed Project Scope	
Existing Conditions: Oak Hills (1967) - Existing pipe is corroded to the point of being unreliable. Hard lid ceiling with externally hung piping. - The domestic water pipes in the southern A-hall are located in a trenched area under the floor, and in the northern B-hall they are located in a furred space above the suspended drop ceiling. Material & Equipment Specifications: - The facility needs new copper piping, fittings, shut offs, insulation, and a hot water circulator pump. Quantities Required: - Building Approx Sq. Ft.: 49,890 sq. ft Fixtures, Furniture & Equipment Required: - None Notes: - Need to take into account abatement during the demolition portion of the project. - Shift work may be required to complete during summer break	
☐ Yes ☒ No Hazardous Materials Present? ☐ Yes ☒ No Startup / Commissioning Required? ☐ Yes ☒ No Training Required? ☒ Yes ☐ No Design Required? ☒ Yes ☐ No Building Permit Required? ☐ City of Beaverton ☒ Washington County ☐ Yes ☒ No Land Use Permit Required? ☐ Yes ☒ No CWS Permit Required? ☐ Yes ☒ No Other Use Permit Required?	

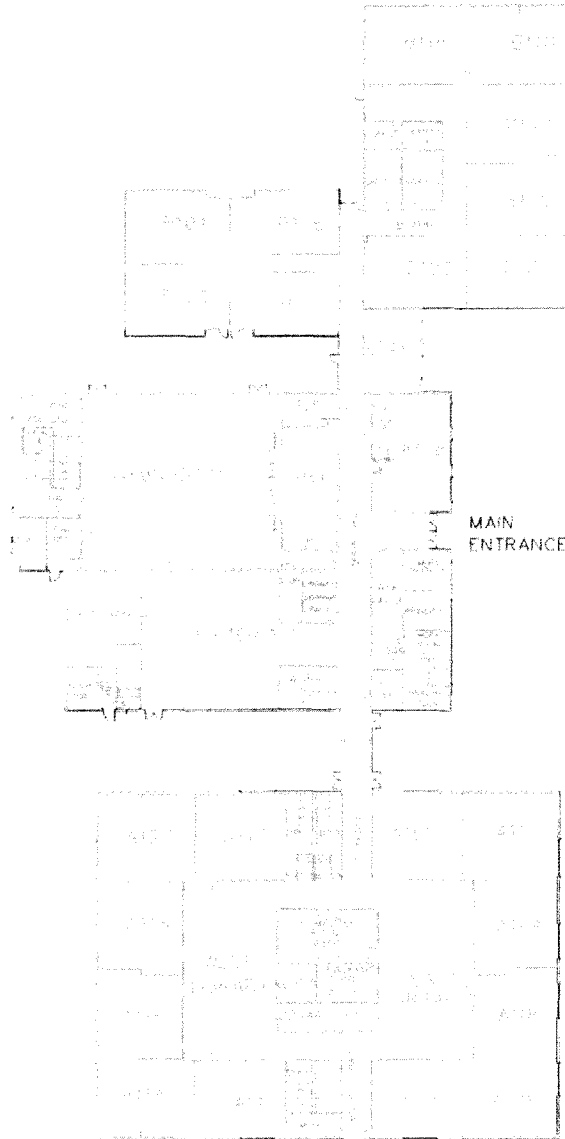
Project Analysis	
☒ Yes ☐ No	Independent Cost Estimate attached?
☐ Yes ☒ No	Grants or Credits Available?

Attachments:	
☐ Yes ☒ No	District Map
☒ Yes ☐ No	Facility Map / Floor Plan
☐ Yes ☒ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Domestic Piping Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	Oak Hills	Location / Room #		

Facility Map



100 FT. OF 1 SHEETS		Beaverton Schools District #48 Facilities Department 2180 S.W. 172nd Avenue, Beaverton, Oregon 97006-3152 503/691-4313 FAX 503/691-4469	OAK HILLS ELEMENTARY SCHOOL	
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Beaverton School District
Facilities Project Documentation

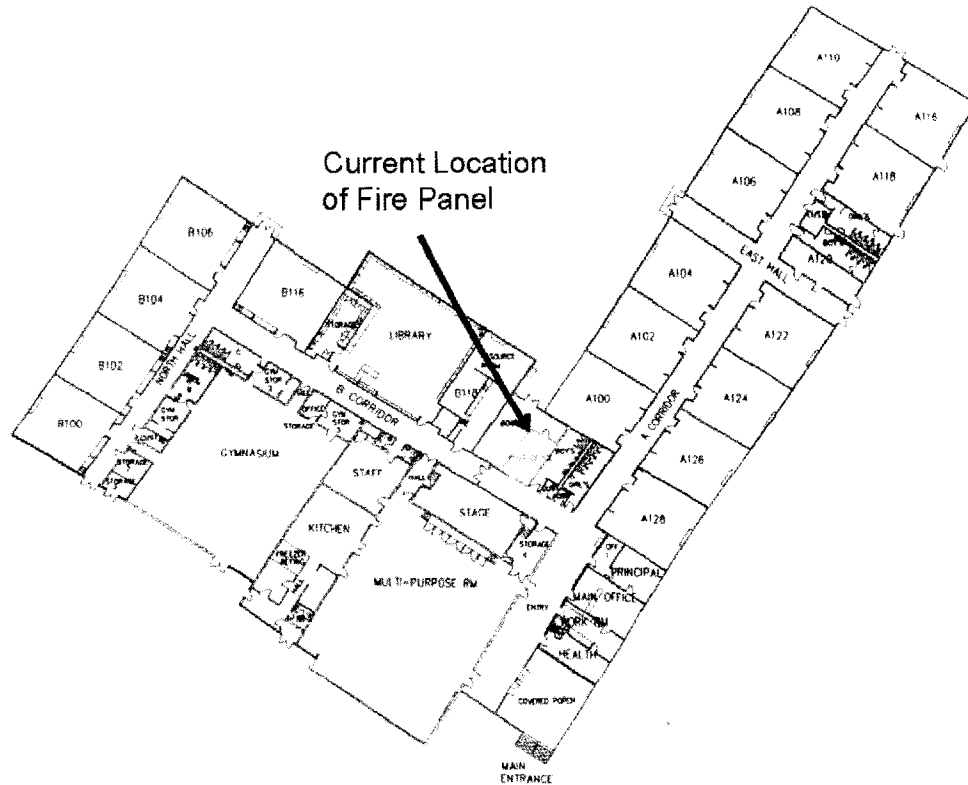
Project Title	Fire Panel Upgrade	Cost Est. (\$)	Date	Proj. No.
Facility	Raleigh Park	Location / Room #		

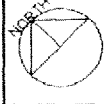
Detailed Project Scope	
Existing Conditions: Raleigh Park (1959) - Fire alarm control panel is Radionics and a non addressable system. - Location is in the custodial office. Material & Equipment Specifications: - Addressable fire alarm system by simplex. Quantities Required: 1 fire alarm system. Fixtures, Furniture & Equipment Required: - TBD by design. Notes: - Consider design build.	
☐ Yes ☒ No ☒ Yes ☐ No ☒ Yes ☐ No ☒ Yes ☐ No ☐ Yes ☒ No ☐ Yes ☒ No ☐ Yes ☒ No	Hazardous Materials Present? Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? ☒ City of Beaverton ☐ Washington County Land Use Permit Required? CWS Permit Required? Other Use Permit Required?
Project Analysis	
☒ Yes ☐ No Independent Cost Estimate attached? ☐ Yes ☒ No Grants or Credits Available?	
Attachments:	
☐ Yes ☒ No District Map ☒ Yes ☐ No Facility Map / Floor Plan ☐ Yes ☒ No Project Schedule	

Beaverton School District Facilities Project Documentation

Project Title	Fire Panel Upgrade	Cost Est. (\$)	Date	Proj. No.
Facility	Raleigh Park	Location / Room #		

Facility Map



1 of 1 OF 1 SHEETS		Beaverton Schools District #48 Facilities Department 2185 S.W. 170th Avenue, Beaverton, Oregon 97006-5152 503/591-4333 FAX 503/591-4466	RALEIGH PARK ELEMENTARY SCHOOL	
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Beaverton School District Facilities Project Documentation

Project Title	HVAC	Cost Est. (\$)	Date	Proj. No.
Facility	Rock Creek	Location / Room #		

Detailed Project Scope

Existing Conditions: Rock Creek (1974)

- Gas fired (1974) Kawnee – 52 hp – 230V, single phase, 8.9amp, rating 2,188 MBh –
- Controls; Johnson Control Metasys.
- Space for a separate steam boiler and hot water boiler should not be a problem Mechanical / electrical design & prints.
- Current gas and power adequate for new installation. 6 X 7 foot door to mechanical Rm. Modern boilers are more compact.

Material & Equipment Specifications:

- Two independent systems of the boiler and hot water heater.

Quantities Required:

- 1 high efficiency condensing unit.
- 1 hot water heater

Fixtures, Furniture & Equipment Required:

- None

Notes:

- Investigate future expansion during design to size the boiler for the conversion to middle school if budget allows.

☒ Yes	☐ No	Hazardous Materials Present?	Unknown; asbestos
☒ Yes	☐ No	Startup / Commissioning Required?	
☒ Yes	☐ No	Training Required?	
☒ Yes	☐ No	Design Required?	
☒ Yes	☐ No	Building Permit Required?	☐ City of Beaverton ☒ Washington County
☐ Yes	☒ No	Land Use Permit Required?	
☐ Yes	☒ No	CWS Permit Required?	
☐ Yes	☒ No	Other Use Permit Required?	

Project Analysis

☒ Yes	☐ No	Independent Cost Estimate attached?	
☒ Yes	☐ No	Grants or Credits Available?	Apply for BETC and Oregon Trust Fund

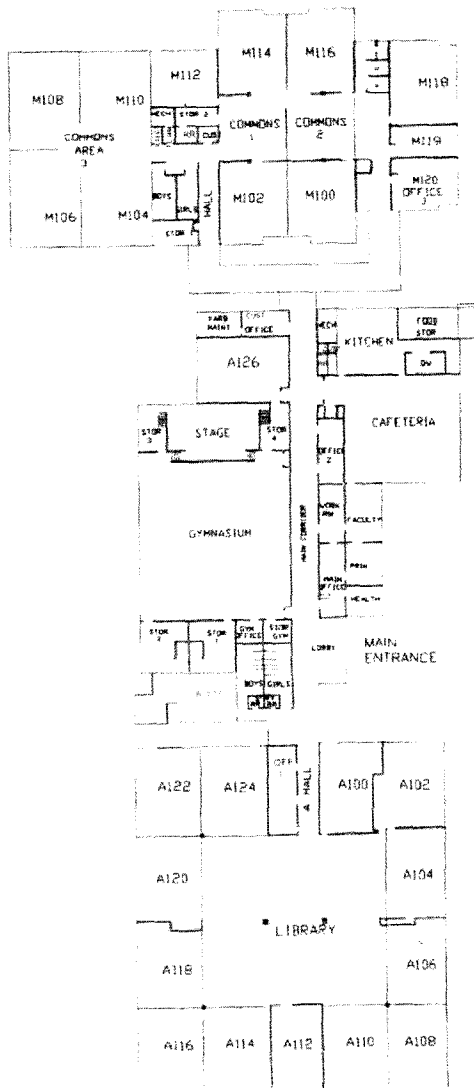
Attachments:

☐ Yes	☒ No	District Map
☒ Yes	☐ No	Facility Map / Floor Plan
☐ Yes	☒ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	HVAC	Cost Est. (\$)	Date	Proj. No.
Facility	Rock Creek	Location / Room #		

Facility Map



SHEET 1 OF 1 SHEETS	 Beaverton Schools District #48 Facilities Department 2180 S.W. 170th Avenue, Beaverton, Oregon 97006-5122 503.961.4331 FAX 503.961.4440	ROCK CREEK ELEMENTARY SCHOOL	
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Beaverton School District
Facilities Project Documentation

Project Title	Add hard walls and doors	Cost Est. (\$)	Date	Proj. No.
Facility	Rock Creek	Location / Room #		

Detailed Project Scope

Existing Conditions: Rock Creek (1974)

- Each partition wall runs on a ceiling track that will need to be taken out.
- The T-Bar tile will also need to be modified to accommodate for the remodel.
- Carpet will need to be repaired and matched to existing conditions.

Material & Equipment Specifications:

- Steel studs & wallboard.
- Bridge large gaps to install doorway entries.
- HVAC and Lighting will need to be addressed for each of the new spaces.

Quantities Required:

- Twenty-one individual doors need to be installed.
- There is a total of 1,034 lineal ft. of wall that needs to be addressed.

Fixtures, Furniture & Equipment Required:

- None

Notes:

☐ Yes	☒ No	Hazardous Materials Present?	
☐ Yes	☒ No	Startup / Commissioning Required?	
☐ Yes	☒ No	Training Required?	
☒ Yes	☐ No	Design Required?	
☒ Yes	☐ No	Building Permit Required?	☐ City of Beaverton ☒ Washington County
☐ Yes	☒ No	Land Use Permit Required?	
☐ Yes	☒ No	CWS Permit Required?	
☐ Yes	☒ No	Other Use Permit Required?	

Project Analysis

☒ Yes	☐ No	Independent Cost Estimate attached?
☐ Yes	☒ No	Grants or Credits Available?

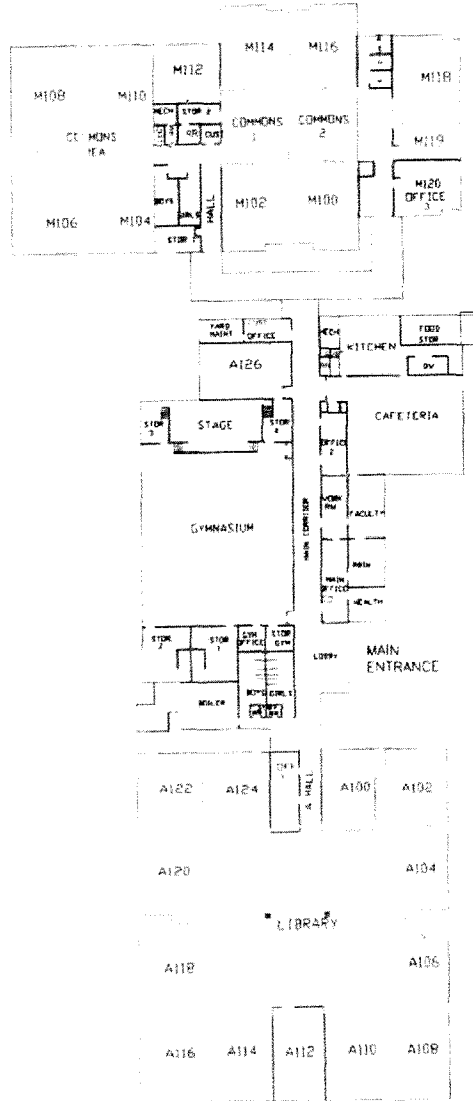
Attachments:

☐ Yes	☒ No	District Map
☒ Yes	☐ No	Facility Map / Floor Plan
☐ Yes	☒ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Add hard walls and doors	Cost Est. (\$)	Date	Proj. No.
Facility	Rock Creek	Location / Room #		

Facility Map



SHEET: OF 3 SHEETS	 Beaverton Schools District 84B Facilities Department 2183 S.W. 110th Avenue, Beaverton, Oregon 97006-5122 503/561-4333 FAX 503/561-4488	ROCK CREEK ELEMENTARY SCHOOL	
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Beaverton School District Facilities Project Documentation

Project Title	Window Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	Rock Creek	Location / Room #		

Detailed Project Scope	
Existing Conditions: Rock Creek (1974) - Windows are single pane glass. Found cracking and poor gaskets on failed windows. - Windows all over the facility need repair; there is not one central location. Material & Equipment Specifications: - Match existing. Quantities Required: - Contractor will inventory the number of windows for repair. Fixtures, Furniture & Equipment Required: - None Notes: - This should be handled through preferred contractor glazing firm.	
☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes	☒ No Hazardous Materials Present? ☒ No Startup / Commissioning Required? ☒ No Training Required? ☒ No Design Required? ☒ No Building Permit Required? ☒ No Land Use Permit Required? ☒ No CWS Permit Required? ☒ No Other Use Permit Required?
	☐ City of Beaverton ☒ Washington County

Project Analysis	
☐ Yes ☐ No	Independent Cost Estimate attached?
☐ Yes ☐ No	Grants or Credits Available?

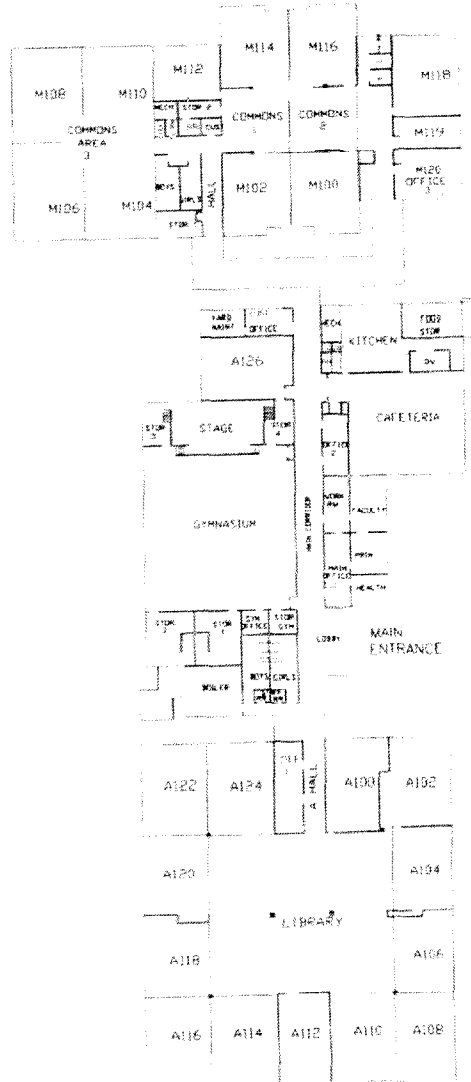
Attachments:	
☐ Yes ☐ No	District Map
☒ Yes ☐ No	Facility Map / Floor Plan
☐ Yes ☐ No	Project Schedule

Breakdown of Cost Estimate Summary	BSD Bonded Budget	Costs
	\$5,040	
Total		

Beaverton School District Facilities Project Documentation

Project Title	Window Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	Rock Creek	Location / Room #		

Facility Map



SHEET		Beaverton Schools District #46 Facilities Department 2180 S.W. 170th Avenue, Beaverton, Oregon 97006-4122 503/596-4131 FAX 503/591-4495	ROCK CREEK ELEMENTARY SCHOOL	
OF 1 SHEETS				

Beaverton School District
Facilities Project Documentation

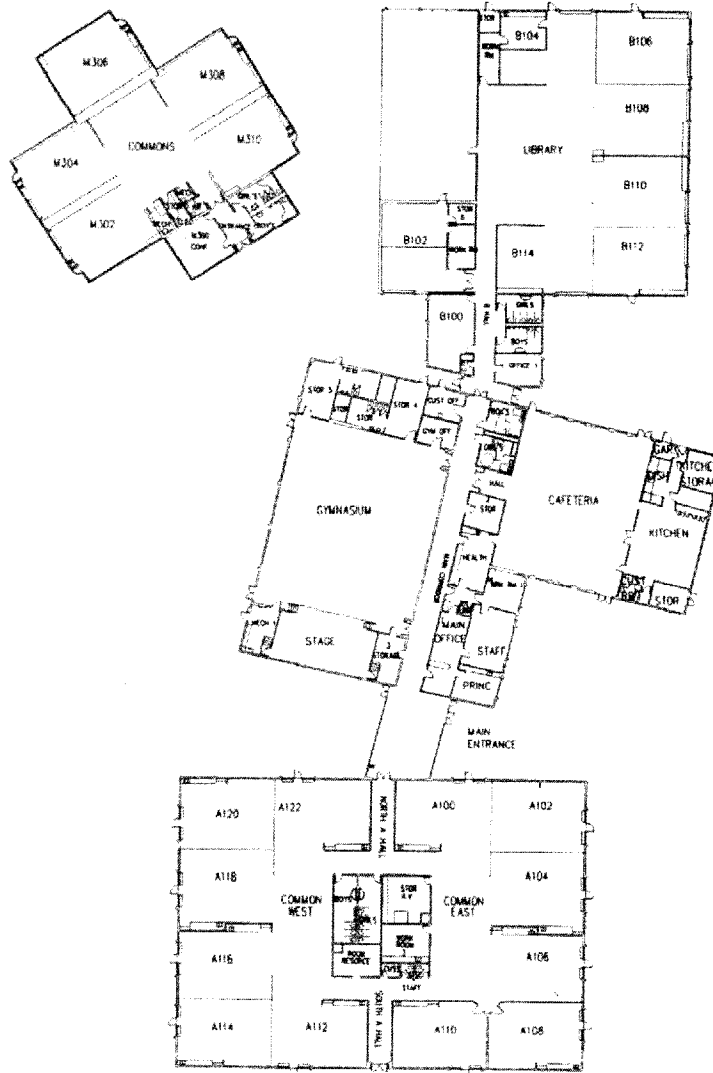
Project Title	Hard Wall Remodel	Cost Est. (\$)	Date	Proj. No.
Facility	Terra Linda	Location / Room #	M302,M304,M306,M308, M310	

Detailed Project Scope	
Existing Conditions: Terra Linda (1970) - Need to add walls to the existing classrooms in the Modular building. These partition walled classrooms make it difficult for noise elimination. - There is a total of 168 lineal ft. of wall that needs to be addressed. Each partition wall runs on a ceiling track that will need to be taken out - The T-Bar tile will also need to be modified to accommodate for the remodel. - Carpet will need to be repaired and matched to existing conditions. Material & Equipment Specifications: - Steel studs & wallboard. - HVAC and Lighting will need to be addressed for each of the new spaces. Quantities Required: - Seven Individual walls and five doors need to be installed. Fixtures, Furniture & Equipment Required: - Tack board Notes: - N/A	
☐ Yes ☒ No ☐ Yes ☒ No ☐ Yes ☒ No ☒ Yes ☐ No ☒ Yes ☐ No ☐ Yes ☒ No ☐ Yes ☒ No ☐ Yes ☒ No	Hazardous Materials Present? Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? ☐ City of Beaverton ☒ Washington County Land Use Permit Required? CWS Permit Required? Other Use Permit Required?
Project Analysis	
☒ Yes ☐ No ☐ Yes ☒ No	Independent Cost Estimate attached? Grants or Credits Available?
Attachments:	
☐ Yes ☒ No ☒ Yes ☐ No ☐ Yes ☒ No	District Map Facility Map / Floor Plan Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Hard Wall Remodel	Cost Est. (\$)	Date	Proj. No.
Facility	Terra Linda	Location / Room #	M302,M304,M306,M308, M310	

Facility Map



Beaverton School District
Facilities Project Documentation

Project Title	Acoustics Upgrade in Choir Room	Cost Est. (\$)	Date	Proj. No.
Facility	Westview HS	Location / Room #	Choir Room	

Detailed Project Scope		
Existing Conditions: Westview HS(1994) Currently there is no Acoustic Material for the Choir Room. The east wall is exposed masonry, the others are sheetrock. There is a drop ceiling with 2 X 4 tiles for acoustic dampening but it is too high to be effective.		
Material & Equipment Specifications: TBD by Design		
Quantities Required: See Notes		
Fixtures, Furniture & Equipment Required: None		
Notes: There are firms such as Jasco that specialize in the installation of wall fabrics for reducing sound. They could do a design build but they usually do not guarantee there work. Recommend contacting an Acoustical Engineer for guaranteed results		
☐ Yes	☒ No	Hazardous Materials Present?
☐ Yes	☒ No	Startup / Commissioning Required?
☐ Yes	☒ No	Training Required?
☒ Yes	☐ No	Design Required?
☐ Yes	☒ No	Building Permit Required?
☐ Yes	☒ No	Land Use Permit Required?
☐ Yes	☒ No	CWS Permit Required?
☐ Yes	☒ No	Other Use Permit Required?

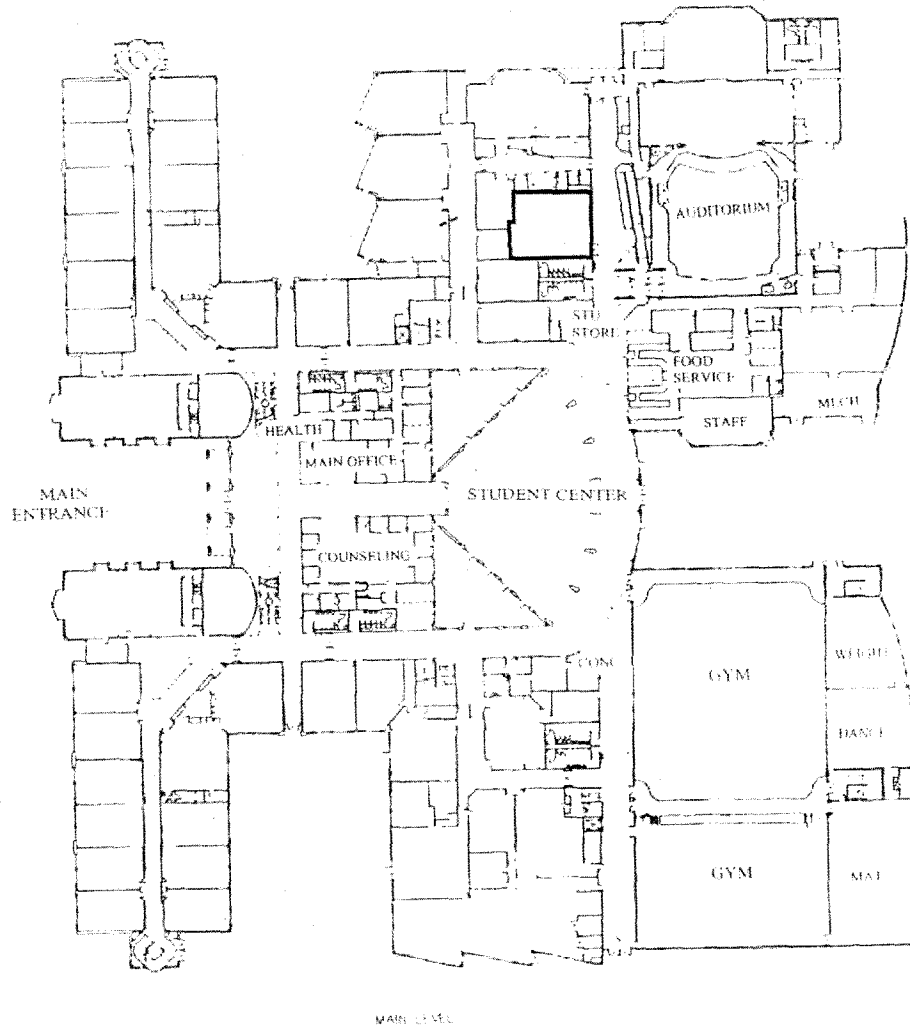
Project Analysis		
☒ Yes	☐ No	Independent Cost Estimate attached?
☐ Yes	☒ No	Grants or Credits Available?

Attachments:		
☐ Yes	☒ No	District Map
☒ Yes	☐ No	Facility Map / Floor Plan
☐ Yes	☒ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Acoustics Upgrade in Choir Room	Cost Est. (\$)	Date	Proj. No.
Facility	Westview HS	Location / Room #	Choir Room	

Facility Map



SHEET 1 OF 1 SHEETS	 Beaverton Schools District #48 Facilities Department 7480 S.W. 170th Avenue, Beaverton, Oregon 97006-5155 503.597-4333 FAX 503.597-4469	WESTVIEW HIGH SCHOOL	NORTH 
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Beaverton School District
Facilities Project Documentation

Project Title	Whiteboard Upgrade	Cost Est. (\$)	Date	Proj. No.
Facility	Whitford Middle	Location / Room #		

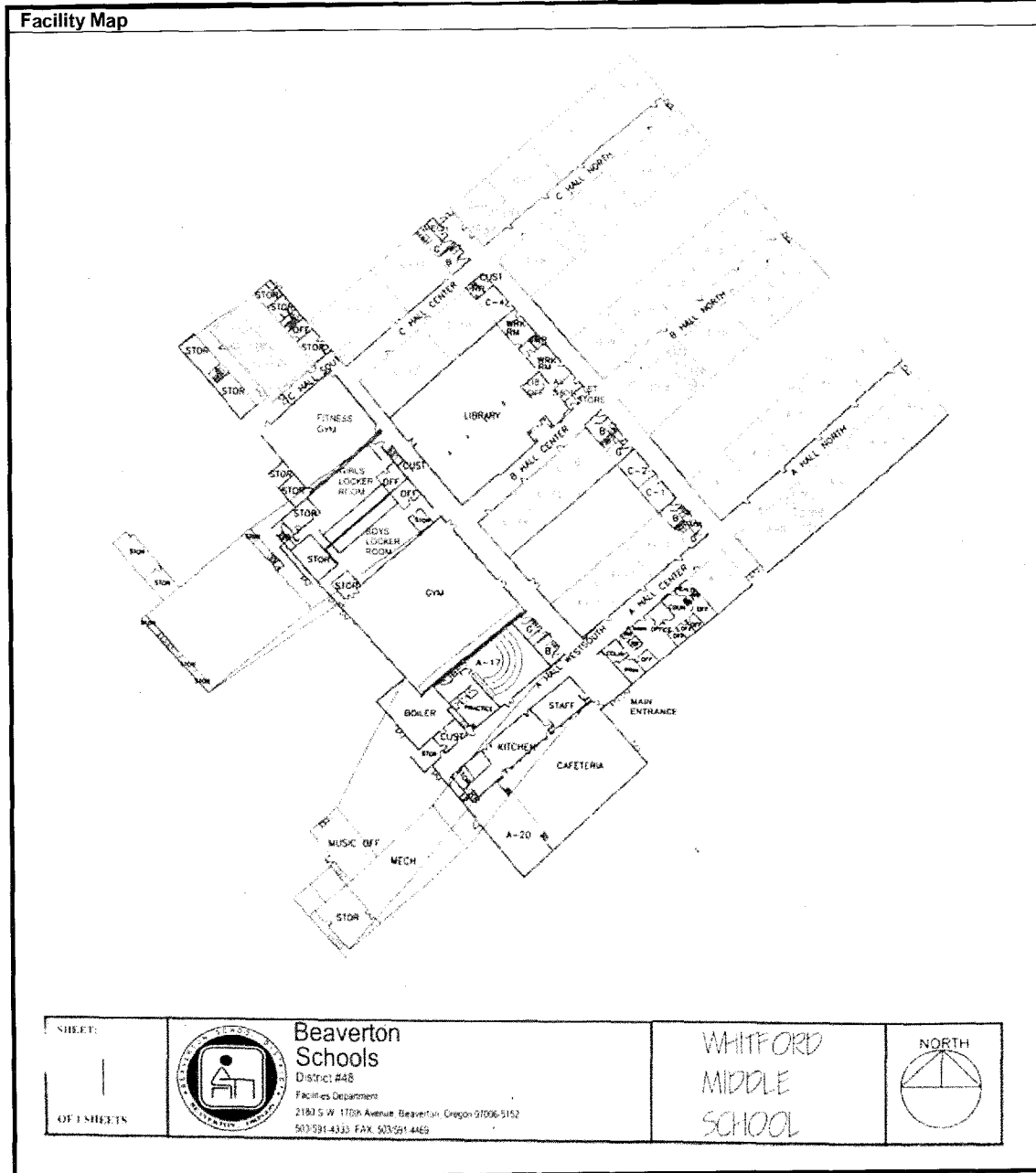
Detailed Project Scope	
Existing Conditions: Whitford Middle (1963) - Currently there are no new whiteboards in the facility. Material & Equipment Specifications: - The whiteboards will replace the current chalkboards in numbers and dimensions. Quantities Required: - TBD by design. Fixtures, Furniture & Equipment Required: - None Notes: - Linco (503-643-6401) was the original source of the pricing.	
☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes	☒ No ☒ No ☒ No ☒ No ☒ No ☒ No ☒ No ☒ No Hazardous Materials Present? Startup / Commissioning Required? Training Required? Design Required? Building Permit Required? Land Use Permit Required? CWS Permit Required? Other Use Permit Required?

Project Analysis	
☒ Yes ☐ Yes	☐ No ☐ No Independent Cost Estimate attached? Grants or Credits Available?

Attachments:	
☐ Yes ☒ Yes ☐ Yes	☒ No ☐ No ☒ No District Map Facility Map / Floor Plan Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Whiteboard Upgrade	Cost Est. (\$)	Date	Proj. No.
Facility	Whitford Middle	Location / Room #		



Beaverton School District Facilities Project Documentation

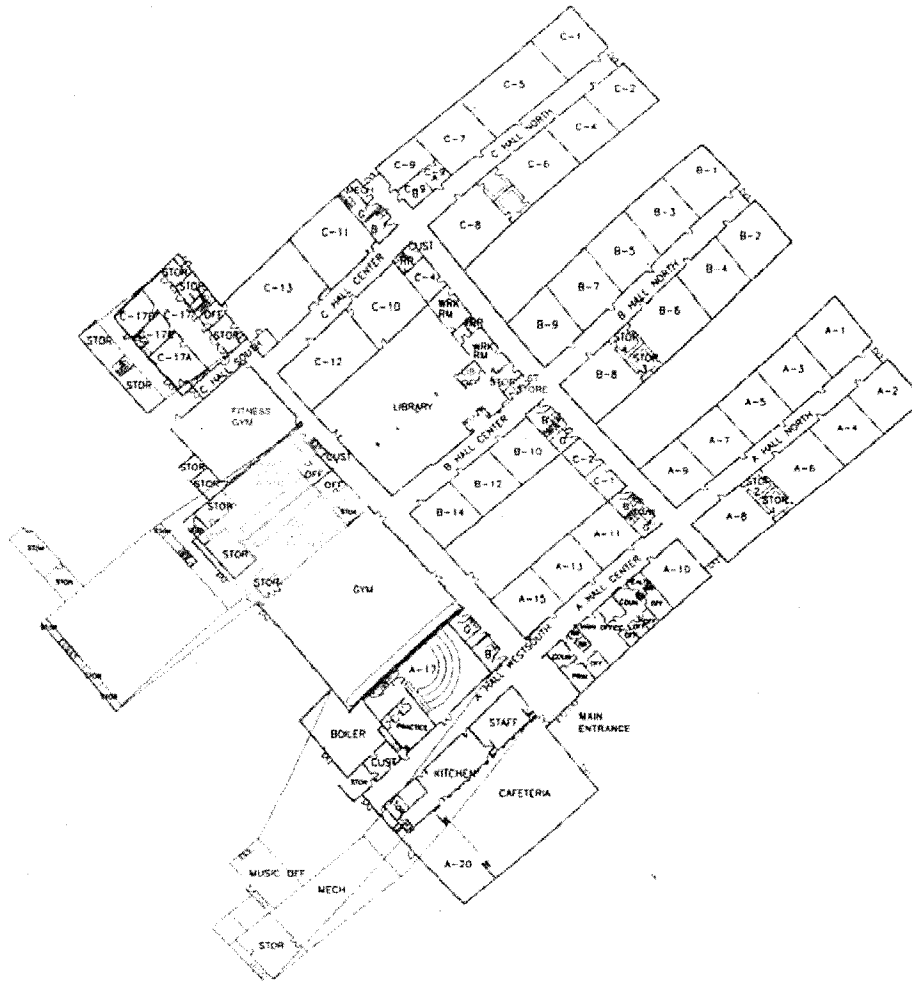
Project Title	Sink Replacement in Locker Rooms	Cost Est. (\$)	Date	Proj. No.
Facility	Whitford Middle	Location / Room #		

Detailed Project Scope	
Existing Conditions: Whitford Middle (1963) - Two Floor mounted Bradley sinks located in the girls and boys locker rooms. - Each Bradley is set on 3' X 3' tile floor. - Backsplash is set with 6"x12" ceramic tiles. Material & Equipment Specifications: - Replace the two existing Bradley sinks with 4 individual sinks and ceramic tile backing. - Chicago style fixtures as per BSD standard Quantities Required: - Match 4 sinks and faucet fixtures and 2 waterproof backsplash to other sink installations - Replace hot and cold water lines up to shut off. - Patch floor tile. Fixtures, Furniture & Equipment Required: - None Notes: - N/A	
☒ Yes ☐ No	Hazardous Materials Present? ☐ Yes ☒ No Startup / Commissioning Required? ☐ Yes ☒ No Training Required? ☒ Yes ☐ No Design Required? ☒ Yes ☐ No Building Permit Required? ☒ City of Beaverton ☐ Washington County ☐ Yes ☒ No Land Use Permit Required? ☐ Yes ☒ No CWS Permit Required? ☐ Yes ☒ No Other Use Permit Required?
Project Analysis	
☐ Yes ☐ No	Independent Cost Estimate attached?
☐ Yes ☐ No	Grants or Credits Available?
Attachments:	
☐ Yes ☐ No	District Map
☒ Yes ☐ No	Facility Map / Floor Plan
☐ Yes ☐ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Sink Replacement in Locker Rooms	Cost Est. (\$)	Date	Proj. No.
Facility	Whitford Middle	Location / Room #		

Facility Map



SHEET:

OF 1 SHEETS



**Beaverton
Schools**
District #48

Facilities Department
2180 S.W. 170th Avenue, Beaverton, Oregon 97006-5152
503/531-4333 FAX 503/531-4469

WHITFORD
MIDDLE
SCHOOL



Beaverton School District Facilities Project Documentation

Project Title	Domestic Piping Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	Whitford	Location / Room #		

Detailed Project Scope

Existing Conditions: Whitford (1965)

- Existing pipe is corroded to the point of being unreliable. Hard lid ceiling with externally hung piping. Piping also runs underground along a crawl space. Building was constructed in 1926 and since this time has not entirely replaced the domestic hot/cold supply and return lines in the facility
- The Domestic Water Pipes in the northern B-hall are located in a furred space beneath the countertops.
- In the rest of the school the pipes are located in the walls, or above the drop ceiling..

Material & Equipment Specifications:

- The facility needs new copper piping, fittings, shut offs, insulation, and a hot water circulator pump.

Quantities Required:

- Building Approx Sq. Ft.: 122,947 sq. ft

Fixtures, Furniture & Equipment Required:

- None

Notes:

- Need to take into account abatement during the demolition portion of the project.
- Shift work may be required to complete during summer break

☐ Yes	☒ No	Hazardous Materials Present?	
☐ Yes	☒ No	Startup / Commissioning Required?	
☐ Yes	☒ No	Training Required?	
☒ Yes	☐ No	Design Required?	
☒ Yes	☐ No	Building Permit Required?	☒ City of Beaverton ☐ Washington County
☐ Yes	☒ No	Land Use Permit Required?	
☐ Yes	☒ No	CWS Permit Required?	
☐ Yes	☒ No	Other Use Permit Required?	

Project Analysis

☒ Yes	☐ No	Independent Cost Estimate attached?
☐ Yes	☒ No	Grants or Credits Available?

Attachments:

☐ Yes	☒ No	District Map
☒ Yes	☐ No	Facility Map / Floor Plan
☐ Yes	☒ No	Project Schedule

Beaverton School District Facilities Project Documentation

Project Title	Domestic Piping Replacement	Cost Est. (\$)	Date	Proj. No.
Facility	Whitford	Location / Room #		

Facility Map			
SHEET OF 1 SHEETS		Beaverton Schools District #48 Facilities Department 2180 S.W. 110th Avenue, Beaverton, Oregon 97006-5152 503-591-4333 FAX 503-591-4469	WHITFORD MIDDLE SCHOOL