
Hood River Urban Renewal Agency

SPECIAL MEETING

211 Second St.

Hood River, OR 97031

(541) 386-1488

www.cityofhoodriver.com

Tuesday, May 28, 2019

AGENDA

6:00 p.m.

URA Members: Kate McBride, Chair
Hoby Streich
Tim Counihan

David Meriwether
Mark Zanmiller
Jessica Metta

Paul Blackburn
Megan Saunders
Erick Haynie

All public meeting locations are accessible. Please let the City Recorder know if you will need any special accommodations to attend any meeting. Call (541) 387-5212 for more information. Oregon Relay Service 1-800-735-2900

- I CALL TO ORDER
- II AGENDA ADDITIONS OR CORRECTIONS
- III BUSINESS FROM THE AUDIENCE
- IV HEIGHTS URBAN DESIGN & ENGINEERING CONTRACT AWARD Pages 2-46
- V URBAN RENEWAL ADMINISTRATOR
 - 1. ODOT Heights Crosswalk Modifications
 - 2. June 4th Heights Community Meeting
- VI ITEMS FROM AGENCY MEMBERS
- VII ADJOURN

URBAN RENEWAL AGENDA ITEM COVER SHEET

Meeting Date: May 28, 2019

To: Urban Renewal Agency Members, Kate McBride, Chair

From: Will Norris, Finance Dir. / Asst. City Manager

Subject: Heights Urban Design & Engineering Contract Award

Background:

The Heights Urban Renewal District encompasses approximately 96 acres along State Highway 281 in Hood River. The district's maximum indebtedness was set at \$8,495,000 when the district was established in 2011 through Ordinance 1999. The Heights District is now positioned to make large redevelopment investments after the initial years of accruing tax increment revenues.

In anticipation of this available funding, several well attended community meetings were held in late 2017 to prioritize the projects identified in the original Hood River Heights Urban Renewal Plan. Dovetailing on the Agency hosted events were community driven events, including a "Walkshop" facilitated by Blue Zones, LLC and streetscape demonstration projects as part of an Open Streets event. These community events generated important public input, including new ideas not originally included in the Heights Urban Renewal Plan. The most ambitious of which is modifying traffic flows on State Highway 281.

In October 2018, the Urban Renewal Agency authorized the issuance of a Request for Proposal (RFP) for an Urban Design & Engineering firm(s) to organize, sequence, and provide approximate cost estimates for the Heights District project priorities.

Discussion:

The RFP for Heights District Urban Design & Engineering was drafted by Agency Staff and reviewed by the Urban Renewal Advisory Committee (URAC) prior to issuance in December 2018. Four proposals were received with three vendors selected to interview before the full URAC in February. The URAC selected the proposal by a team led by Greenworks PC.

Greenworks was chosen in large part due to their successful experience redeveloping another business district along a state highway corridor in Sisters, Oregon. In addition, Greenworks was the only vendor to meet the RFP's request to create multiple design alternatives for the community to choose from. The firm's most recent experience in Hood River was the design of the Hood River Waterfront Park.

Agency staff with two representatives from the URAC negotiated the final contract scope and budget with Greenworks. The full URAC reviewed the final scope and terms at their May 16th meeting and unanimously recommended contract award by the Urban Renewal Agency Board.

The selected team includes the following firms:

Firm	Specialty	Lead Staff
Greenworks PC	Landscape Architecture	Jason King
Toole Design Group	Traffic, Parking, ODOT	Patrick Sweeney
Angelo Planning	Public Involvement	Cathy Corliss
KPFF	Civil, Street, & Utility Engineering	Curt Vanderzanden

The project is anticipated to last eight months and include multiple community meetings and close involvement by the Urban Renewal Agency Board and Advisory Committee. The full Greenworks proposal is attached to this staff report. Greenworks' final deliverable will be a publicly vetted project list and implementation schedule with cost estimates and engineered drawing suitable for development of construction bidding documents.

The project anticipates that the Urban Renewal Agency will provide a site survey of the district and coordinate with a local partner for Latino outreach. The proposed budget includes room to accommodate issues that might arise in development of a complex traffic study if the agency chooses to modify traffic flows. There is also additional room for as-directed collaboration with a local partner for Latino public involvement.

All consultant hours will be billed as incurred, meaning that the final project cost may be less than the negotiated not-to-exceed price. Agency staff recommends adding authorization for a 5% contingency to allow for any unforeseen needs outside of the negotiated scope.

Staff Recommendation:

Authorize the Urban Renewal Agency Administrator to enter into a contract with Greenworks PC in an amount not to exceed \$128,821, with an additional 5% contingency, for Height Urban Renewal District Urban Design & Engineering services.

Alternatives:

Direct agency staff to renegotiate the project scope, pursue an alternative vendor, or rebid the RFP.

Proposed Motion:

"I move that the Hood River Urban Renewal Agency authorize the Agency Administrator to execute a contract with Greenworks PC in an amount of \$128,821 with an additional authorized contingency of 5%"

Attachments

- Greenworks PC Proposal
- Negotiated Scope & Budget
- Original Heights District Urban Design & Engineering RFP

City of Hood River
HOOD RIVER HEIGHTS DISTRICT URBAN
DESIGN & ENGINEERING SERVICE



QBS-RFP // 01-14-2019



In collaboration with:
APG, KPFF, and Toole

Heights District Urban Design & Engineering Services
Hood River Urban Renewal Agency
Attn. Will Norris, Finance Dir. / Asst. City Manager
211 2nd Street
Hood River, Oregon 97031
RE: QBS/RFP Hood River Heights District Urban Design & Engineering Services

January 14, 2019

Dear Will and Members of the Selection Committee,

We are excited to share our team's qualifications for the Hood River Heights District Urban Design & Engineering Services project. As you will see in the subsequent pages, our philosophy and approach reflect the experience of our team members as experts in public infrastructure engineering, landscape architecture, and streetscape design.

The scope for this project covers the Heights Business District including side streets, alleyways, and potentially land uses and building facades. Services will cover site assessments, synthesis of community input, development of conceptual designs including plan view and roadway sections, public utility facilities, and pedestrian and landscaping amenities. The focus of this project is to enhance the Heights district for the benefit of the permanent Hood River community. Our approach will achieve this through a robust engagement strategy to fully understand community needs and desires, as well as a thorough evaluation of the site's context, opportunities, and constraints.

Our design process will be led by a foundation of knowledge, innovation, and extensive experience in placemaking and transportation communities like yours around the region. Our team's resource base includes cost information to provide guidance for decision-making, and uses innovative graphic techniques to clearly communicate ideas.

GreenWorks is an adaptive firm with a special ability to curate and lead specialized teams of sub-consultants to achieve our clients' visions. We believe good leaders are those that listen, understand, celebrate, and respect the unique strengths and expertise each firm brings to the table. We are proud to offer Hood River Heights the following team:

GreenWorks: Team Lead, Landscape Architect
APG: Public Engagement
Toole: Traffic Engineering & Transportation Planning
KPFF: Civil Engineering

Our team is committed to performing the services included in this scope of work within the specified time period in the RFP. Jason King will serve as Project Manager and I, Gill Williams, will serve as Principal in Charge and the Landscape Architect of Record on this project. Please feel free to contact me with any questions at gillw@greenworkspc.com. GreenWorks, PC accepts all terms and conditions contained in the RFQ and is fully prepared to provide full design, engineering services and construction administration services for project implementation.

Thank you for your consideration! We look forward to working with you!

Sincerely,



Gill Williams,
Principal
GreenWorks, PC



FIRM QUALIFICATIONS

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PENDLETON RIVERFRONT PARK

GreenWorks designed this park as a connection from Court Avenue to the Umatilla River Greenway Trail. The project required coordination with ODOT and US ACOE, and the design team collaborated closely with the City of Pendleton staff. Major deliverables: concept design alternatives, master plan, CDs, SDC.

PENDLETON COURT AVENUE RIGHT OF WAY IMPROVEMENTS, GREENWORKS

MULTNOMAH FALLS CONCEPT PLAN

GreenWorks led a multi-disciplinary team to master plan and develop a vision for the future of Multnomah Falls as a new gateway experience of the Gorge. The project included multiple stakeholders from ODOT and USFS to OPRD and Columbia River Gorge Commission.



MULTNOMAH FALLS CONCEPT PLAN, GREENWORKS

GreenWorks

TEAM LEAD & LANDSCAPE ARCHITECT

GreenWorks has acted as a regional leader in sustainable design and environmental planning since 1987. Our award-winning work stretches across a broad range of project types including streetscapes, green infrastructure, institutional, urban and community design, parks and recreation, civic, commercial, ecotourism, water quality and housing.

Having completed over 90 streetscape projects GreenWorks' approach ensures that spaces and systems are not only safe and attractive, but also durable, sustainable, timeless, and a reflection of community identity. Our hope is to form longterm partnerships with municipalities and organizations, and look for opportunities to collaborate on multiple projects or

phases. This allows us to act as an advisor and collaborator where we can help assess and achieve stakeholder visions, and ensure project outcomes meet community expectations and needs. Examples where we have applied this methodology include urban revitalization and transportation projects for the City of Pendleton, the City of Independence, City of Oak Harbor, WA, and many more.

GREENWORKS REFERENCE

Pendleton Roundup 100th Anniversary Civic Improvements
 Bob Patterson Public Works Director
 City of Pendleton
 500 SW Dorion Avenue, Pendleton, OR 97801
 541-966-0241
 Bob.Patterson@ci.pendleton.or.us

Note: additional references for all firms are listed in the project sample section.

Angelo Planning Group (APG)

PUBLIC ENGAGEMENT

APG has been providing planning services in Oregon for over 18 years. With well over 150 years of combined experience, our staff are widely recognized for balancing project objectives with community needs. APG's award-winning success is founded on providing flexible and creative professional planning solutions to meet the unique needs of our clients.

We have extensive experience managing complex planning projects and coordinating project teams that include technical consultants as well as public and private sector participants. We believe that consistent communication is critical to a successful working relationship and to ensuring that the quality of the work products reflects the clients' intentions. Our project managers regularly plan for and conduct effective community engagement efforts. **APG has extensive experience in the Hood River area as described elsewhere in this proposal.**

APG REFERENCE

Hood River Westside Area Concept Plan
Kevin Liburdy
211 2nd Street, Hood River, OR 97031
541-387-51210
kevin@ci.hood-river.or.us

NEIGHBORHOODS & DISTRICTS



Hood River Westside Area Concept Plan, APG

Toole Design Group

TRAFFIC, PARKING, ODOT INTERFACE

Toole Design is the nation's leading planning, engineering, and landscape architecture firm specializing in bicycle and pedestrian transportation. Our focus is developing safe, cost-effective, and implementable solutions that move people efficiently while also improving the health, quality of life, and economic vitality of the communities we work in.

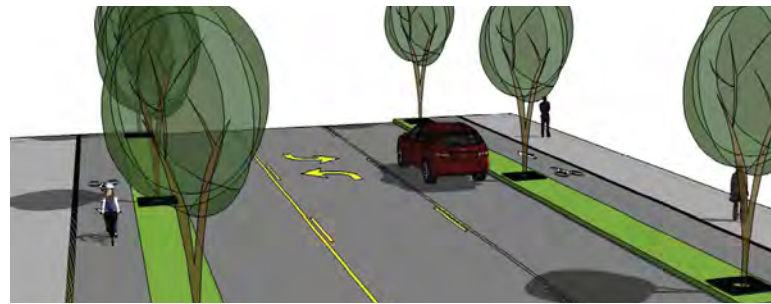
Unique in the industry, Toole Design creates sustainable communities through livable transportation systems. We believe that the transportation system is the backbone of all infrastructure, and that the key to creating vibrant cities lies in how well people can get around.

Our keen understanding of context sensitivity, placemaking, and safety shines through in each of our projects. Starting from the earliest planning stages and working all the way through project completion, we consider all modes of

transportation, environmental impacts, and urban design to create functional, inviting public spaces for all.

TOOLE DESIGN REFERENCE

Outer Powell Blvd. Transportation Safety Plan
Mike Mason, Senior Project Manager
355 Capitol St. NE, MS 11, Salem, OR 97301
503-731-8246
michael.w.mason@odot.state.or.us



Outer Powell Blvd. Transportation Safety Plan, Toole

KPFF

CIVIL ENGINEER, STREET, UTILITY

KPFF has extensive experience providing civil engineering services for the redevelopment of business districts and communities to retrofit existing streets to incorporate bicycle and pedestrian facilities. Project examples include SE 122nd Avenue and SE Division Streetscape Improvements for the City of Portland, Laurel Street Pathway for the City of Lake Oswego, street improvement projects for Washington County, and ongoing work for the City of Portland. Many of these projects require KPFF to work in compliance with ODOT right-of-way, highway design standards and approval processes.

KPFF has a 19-year working relationship with GreenWorks that encompasses a number of significant multimodal transportation projects, including The Dalles Downtown - Waterfront Connection project.

KPFF REFERENCE

The Dalles Downtown Waterfront Connection
Steve Harris, Director of Community Dev. Dept.
313 Court Street, The Dalles, OR 97058
541-296-5481 x1151
sharris@ci.the-dalles.or.us



The Dalles Downtown Waterfront Connection, KPFF & GW



City of Hood River

GreenWorks
LEAD/LANDSCAPE ARCHITECT

Gill Williams
Principal-In-Charge

Jason King
Project Manager

Ron Tendick
Job Captain

Margot Halpin
Project Support

APG
PUBLIC INVOLVEMENT

Cathy Corliss
PM & Land Use Planner

Andrew Parish
Project Planner

Toole Design
TRAFFIC/PARKING/ODOT

Patrick Sweeney
Senior Planner / Urban Designer

Robert Burchfield
Parking Expert

Adrian Witte
Senior Engineer

Gwen Shaw
Project Support

KPFF
CIVIL/STREET/UTILITY

Curt Vanderzanden
Civil Engineering Principle

Paul Dedyo
Civil Engineer

TEAM QUALIFICATIONS & RESUMES

GreenWorks Key Staff



GILL WILLIAMS, PLA, ASLA | PRINCIPAL IN CHARGE | GREENWORKS
BLArch, University of Arizona

Gill has 27 years of professional landscape architecture experience focused on open space projects, natural areas and public parks, urban redevelopment, and transit-related design. His knowledge of the construction industry, methods and materials gives him the insight to develop creative solutions that are buildable and cost effective. He teams across disciplines to forge holistic, sustainable solutions to complex problems with longevity and durability as priorities.

RELEVANT PROJECT EXPERIENCE

- **Newberg’s Historic Downtown Revitalization Plan (Newberg, OR)** // PIC on revitalization project for downtown Newberg, providing graphics, public engagement, feasibility analysis, diagrammatic floor plans and 3D building massing models for determining economic viability.
- **Port of Vancouver (Vancouver, WA)** // served as principal on industrial waterfront space in Vancouver, WA that is being revitalized for economic and social development
- **Gorge Hubs Project for ODOT (Historic Columbia River Highway)*** // led a team of designers in development of 6 hubs along Historic Columbia River Highway State Trail, including two workshops, signage, wayfinding, calendars, public art, restroom and drinking fountains, bike fix stations and bike lockers and racks
- **City of Milwaukie Downtown and Riverfront Redevelopment (Milwaukie, OR)*** // PM and LA on 6.5 acres Willamette River waterfront redevelopment where team preserved natural features and developed connections from downtown Milwaukie across OR 99E to the waterfront, integrated and connected trail systems, and designed large public plaza.
- **Oregon 99-E Streetscape & Gateway for ODOT (Oregon City, OR) *** // LA on safe bicycle and pedestrian facility project on east and west sides of Highway 99E (Clackamas River bridge to the I-205 underpass)



JASON KING, PLA, ASLA, LEED, SITES, CLARB | PROJECT MANAGER | GREENWORKS
BLArch & BS Environmental Design, N. Dakota State Univ.

With over twenty years of experience as a landscape architect and project manager for multiple complex design and construction projects, Jason’s focus is on high-impact design that balances cost and maintenance. Jason is passionate about research-based solutions, innovative design, and ecological urbanism to integrate theory and practice at multiple scales.

RELEVANT PROJECT EXPERIENCE

- **Hood River Community Housing (Hood River, OR)** // PM on 60-unit housing development in downtown Hood River where GreenWorks is designing site elements including sustainable stormwater strategies such as permeable paving, stormwater planters, green streets.
- **I-5 Nyberg Road Interchange (Tualatin, OR)** // lead LA and PM for planning, visualization and design for roadway improvements in ODOT ROW
- **Dallas Downtown Main Street (Dallas, OR)** // conceptual design lead and PM for downtown main street design, focusing on reducing road width of major state highway corridor, and incorporation of placemaking elements that reflected the agricultural history and heritage of Dallas
- **Downtown Green Main Street (Canby, OR)** // lead LA and PM for expansion of downtown main street including incorporation of art, placemaking and stormwater management

RELEVANT AGENCY EXPERIENCE

- Hood River Waterfront Park Master Plan, Design, & CDs (Hood River, OR) // Served as PM on 6-acre waterfront park in downtown Hood River.



RON TENDICK, PLA, ASLA | JOB CAPTAIN | GREENWORKS
BLArch, Texas Tech University

Ron Tendick is an accomplished designer with over 30 years of comprehensive experience in design, documentation, technical direction, mentoring, and quality control. His work features award winning design assignments with several landscape architecture firms, encompassing a diverse variety of project types, ranging from public and private plazas and courtyards, to housing, streetscapes, landscape restorations, and green infrastructure.

RELEVANT PROJECT EXPERIENCE

- **Sisters Cascade Avenue Streetscape, ODOT (Sisters, OR)** // Served as LA on this ODOT project where GreenWorks designed a streetscape to reinvigorate business district along the corridor, enhanced the walkability of downtown, improved safety along the corridor, and reinforced the community’s unique identity
- **Pendleton Westgate Gateway, US Hwy 30 (Pendleton, OR)** // LA on project that created a meaningful gateway at the Westgate entrance to downtown through landscape and interpretive improvements and decorative wall features that established a strong sense of arrival at this intersection
- **Pendleton Riverfront Plaza (Pendleton, OR)** // LA on project where GW designed as connection from Court Ave to the Umatilla River Greenway; collaborated closely with the City of Pendleton, ODOT, and USACOE
- **The Dalles Riverfront Connections (The Dalles, OR)** // distinctive streetscape and park redevelopment that influenced renewal of downtown; enhanced community identity and encourage economic development

RELEVANT AGENCY EXPERIENCE

- **Hood River Waterfront Park Master Plan, Design, & CDs (Hood River, OR)** // Served as LA on 6-acre waterfront park in downtown Hood River.



MARGOT HALPIN, SITES AP | PROJECT SUPPORT | GREENWORKS
MS, Ecological Landscape Design and Planning, The Conway School; BS, Natural Resource Planning, Green Building and Community Design, University of Vermont

Margot is a Landscape Designer whose role is to support the wide variety of planning and design projects throughout the company. Margot is drawn to projects that result in community building and educational spaces, as well as an ecologically rich habitat for native plants, insects, and animals. With two years of experience, Margot has provided support on parks, development, housing, and transportation projects.

RELEVANT PROJECT EXPERIENCE

- **Hood River Community Housing (Hood River, OR)** // provided production support on this 60-unit development in downtown Hood River where GreenWorks is designing site elements like permeable paving, stormwater planters, green streets.
- **Port of Vancouver (Vancouver, WA)** // provided graphic and production support on this industrial waterfront project in Vancouver, WA that is being revitalized for economic and social development
- **Century Boulevard (Hillsboro, OR)*** // provided drafting and design support, as well as code research on this transportation project in Hillsboro.
- **Latourette Park (Oregon City, OR)** // provided design development, playground layout, and graphic design on this neighborhood park GreenWorks designed in Oregon City
- **Lasich Park (Tigard, OR)** // project support on preliminary capacity assessment for regional sports park on 27-acre parcel in an area positioned to be incorporated into the City; park plan includes multi-use sports fields with support amenities, parking lots, pedestrian access and walking trails, maintenance facility, an event space, and access and parking for a boat launch on the Tualatin River

Note: * Indicates Project Experience Prior to GreenWorks

APG Key Staff



CATHY CORLISS, AICP | PROJECT MANAGER, LAND USE PLANNER | APG
BA, Political Science California Polytechnic State University; Masters Course City and Regional Planning Work, California Polytechnic State University

Cathy has over twenty-five years of experience in growth management, land use, transportation, and environmental planning in the public and private sectors. With APG since its founding in 1999, Cathy is an experienced project manager who has worked with multi-disciplinary teams on policy development and implementation for land use, growth management, transportation, natural resources, and development projects.

RELEVANT PROJECT EXPERIENCE

- **Smart Development Code Assistance, Oregon TGM Program (Statewide)** // Led “Smart Development” code projects in more than 10 Oregon cities that emphasized design standards, mixed-use zones, and other measures to encourage efficient use of land, human-scaled development, and use of transportation options
- **Development Code Update (Happy Valley, OR)** // Led a complete update of the city’s development code. Follow up work has included updates to the City’s Happy Valley Style standards and guidelines and other code sections
- **West Salem Neighborhood Plan (Salem, Oregon)** // Led a multi-disciplinary team to develop a new Neighborhood Center Mixed-Use (NCMU) district that established a mix of uses and site design elements for this future center

RELEVANT AGENCY EXPERIENCE

- **Waterfront Refinement Plan (Hood River, OR)** // Facilitated advisory committee meetings; developed new Waterfront Overlay Zone with design standards for commercial and industrial development to ensure an attractive and pedestrian-friendly street character as well as standards for the waterfront trail; and prepared supporting analysis and findings for adoption



ANDREW PARISH, AICP | PROJECT PLANNER | APG
BA, Political Science, UC San Diego; Masters Urban and Regional Planning, PSU

Andrew is generalist planner with a skill set that combines sophisticated technical analysis with dynamic written and visual communication. His technical expertise includes Geographic Information Systems (GIS) and visual tools such as Adobe Creative Suite, and Andrew specializes in skillfully combining the two to create compelling, data-driven visuals for a variety of audiences.

RELEVANT PROJECT EXPERIENCE

- **Urban Growth Boundary (UGB) Expansion Analysis (Bend, OR)** // Conducted complex analysis of existing UGB capacity and expansion alternatives using GIS and the Envision Tomorrow scenario planning tool; analysis included Buildable Land Inventory, evaluation of development code changes, and periodic reporting to the project’s several advisory committees through maps, memoranda, and slideshows
- **Frog Pond Concept Plan (Wilsonville, OR)** // Created a GIS model to evaluate the effects of alternative land use scenarios within the planning area. Analyzed existing neighborhoods in Wilsonville to provide comparable examples of residential densities
- **Greenhouse Gas Emissions Reduction Toolkit, ODOT** // Helped write and design series of case studies and “Strategy Reports” for print and web to help local jurisdictions identify and explore actions to reduce transportation-related greenhouse gas emissions while meeting community goals
- **Development Code Audit (Gresham, Oregon)** // Assisted in a comprehensive audit of Gresham’s development code, including substantive recommendations to improve development outcomes and policy-neutral recommendations to enhance the experience of the code’s various users

Toole Design Key Staff



PATRICK SWEENEY, AICP, PLA, LEED AP | PROJECT MANAGER | TOOLE DESIGN
BS, Landscape Architecture, Penn State University

Patrick is a senior planner and urban designer with 26 years of experience working in both public and private sector transportation, urban design and land use planning project management. Having worked in major cities across the USA to integrate transportation facilities with the communities they serve, he is an expert at working with clients and project stakeholders to develop Complete Street implementation strategies in urban and suburban contexts. He is particularly experienced at making connections between livable neighborhoods, street vitality, and urban mobility.

RELEVANT PROJECT EXPERIENCE

- **Broadway Corridor Development Plan (Portland, OR)** // Leading Toole Design’s multimodal transportation improvements for this 32-acre master planning project adjacent to historic Union Station in downtown Portland. Included transportation analysis, planning and designing streets, developing alternatives for a separated bike network, incorporating the City of Portland’s Green Loop urban mobility concept, and developing convenient connections to streetcar, lightrail, Amtrak, local, and intercity bus service
- **Mariposa Transit Center Feasibility Study (Mariposa, CA)** // Patrick is leading the Toole Design team in the development of a multimodal urban mobility strategy for a gateway community outside Yosemite National Park. Final plan will include urban design, transit operations, wayfinding, active transportation, ADA accessibility, parking, and bike and pedestrian facility design recommendations
- **Blackstone-Shaw Activity Center (Fresno, CA)** // PM on team developing a plan to transform the Blackstone-Shaw Activity Center from suburban shopping parking lots, big box retailers, and strip commercial sites to a vital, pedestrian and bike friendly community center



ROBERT BURCHFIELD, PE | PARKING | TOOLE DESIGN
MS, Civil Engineering, OSU; BS, Civil Engineering OSU

Rob is the engineering discipline lead for Toole Design’s west coast offices and brings three decades of experience as a municipal traffic engineer including 16 years as the Portland City Traffic Engineer. Rob’s career with the City helped establish Portland as one of the most bicycle friendly and multimodal cities in North America. Rob has extensive experience in bikeway design and implementation, and has worked on numerous bike boulevards and traffic-calmed street. Rob brings our team creative solutions and expertise on parking infrastructure.

RELEVANT PROJECT EXPERIENCE

- **Parking Management, Operations, and Enforcement (Portland, OR)** // managed complete suite of parking programs for the City of Portland including on and off-street parking operations and enforcement. The off-street garages and lots included almost 4,000 spaces and the on-street system comprised over a 1,000 pay stations controlling approximately 10,000 meter spaces. Permit parking for residents in high demand areas was another program included within Rob’s responsibility
- **NW District Parking Plan (Portland, OR)** // transportation lead for City of Portland’s development of an District Parking Plan for NW Portland. The Parking Plan development included extensive stakeholder involvement and led to adoption of a plan endorsed by retail stakeholders and residents after over a decade of conflict
- **Disabled Parking Program Design and Implementation (Portland, OR)** // Rob provided management for a major redesign of disabled parking regulations for the City of Portland that included extensive public engagement with effected stakeholders and led to new provisions for pricing parking for disabled parking users in meter areas
- **Green Street Development (Portland, OR)** // Rob participated on City of Portland’s Green Street Leadership Team. A high-level management team chartered to lead the implementation of green street policy, principles, and design on City streets



ADRIAN WITTE, PE | SENIOR ENGINEER | TOOLE DESIGN
MS, University of Wisconsin; B.Eng., University of Queensland

Adrian is a Professional Engineer with a background in transportation planning, traffic operations, safety analysis, and complete streets and intersection design. He combines his analytic ability with creative idea generation sharpened from over 18 years of national and international experience. His technical experience includes signal timing and intersection operations analysis, corridor operation and safety studies, separated bike lane and innovative bikeway design, transit priority implementation, road safety auditing, and bike share implementation.

RELEVANT PROJECT EXPERIENCE

- **Outer Powell Boulevard Transportation Safety Plan (Portland, OR)** // active transportation specialist on the design team reconfiguring section of Outer Powell Boulevard from I-205 to 174th Avenue. Work included reviewing existing conditions for pedestrians and bicyclists, preparing a needs analysis for active transportation, recommending adjustments to the design to allow pedestrians better access to transit, and assisting the team in evaluating different bikeway options
- **Barbur Boulevard Road Safety Audit (Portland, OR)** // part of audit team commissioned by ODOT to perform an in-service road safety audit of a 4-mile segment of SW Barbur Boulevard and key contributor to the audit's recommendations for corridor-wide and location-specific improvements to address traffic speed, active transportation network connectivity, access management, and other issues
- **Vancouver Complete Streets (Vancouver, WA)** // PM for City's Complete Streets policy and led detailed review of Complete Street practices and policies in peer communities



GWEN SHAW, EIT | PROJECT SUPPORT | TOOLE DESIGN
BS, Civil Engineering, PSU

Gwen is an engineer with 4 years of experience in both the public and private sector thinking about and designing for people. Gwen's projects focus on multimodal transportation environments, alternatives analysis, public outreach, and geometric design of pedestrian and bicycle infrastructure. Gwen has developed conceptual crosssections and plan views for corridors and intersections on multiple projects. She also has experience with signal design, parking management, and a vast number of transportation impact studies of various scales.

RELEVANT PROJECT EXPERIENCE

- **Santa Maria Downtown Streetscape (Santa Maria, CA)** // served as engineer on rural downtown streetscape project in southern California. Worked with project team to develop a set of concept plans with the goal of revitalizing the downtown core, while preserving the function of the two intersecting highways traveling through the town, and provided technical input to get the proposed design into a plan view layout that provides both interim and long-term opportunities.
- **West 10th Avenue Bikeway Design, Vancouver, BC** // pieced together numerous proposed alternatives to develop final plan of a bikeway traveling through a hospital campus in Vancouver, BC, and fine-tuned the design of a separated bike lane that still maintained the hospital's primary functions. Using both AutoCAD and Adobe Illustrator, the design provided necessary technical detail to confirm constructability while serving aesthetic needs of public outreach and stakeholder buy-in.
- **Fourth Plain Forward Pedestrian Safety and Access, Vancouver, WA** // assisting the project team in working with the City of Vancouver to prioritize pedestrian improvements along Fourth Plain Boulevard including developing a list of recommendations for improvements to existing crossings at both full signals and HAWK (pedestrian) signals and creating conceptual plans for a number of potential new crossings that will provide new pedestrian links to, through, and across the corridor.

KPFF Key Staff

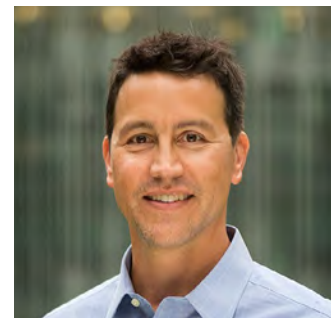


CURT VANDERZANDEN, PE | PRINCIPLE, PROJECT MANAGER | KPFF
AAS, Architectural Drafting Technology, Portland Community College

Curt Vanderzanden is a principal at KPFF and has over 32 years of experience in civil engineering and project management, including development of preliminary designs and construction documents for numerous public infrastructure and site development projects for both public and private clients. Curt has extensive experience in successfully delivering street improvement projects. Curt also has years of direct experience completing projects in and for the City of Hood River beginning with mapping work for the City in the early 1990's.

RELEVANT PROJECT EXPERIENCE

- **City of the Dalles, Downtown Riverfront Streetscape Improvements (The Dalles, OR) [with GreenWorks]** // PM and PIC on distinctive streetscape and park redevelopment that influenced renewal of downtown; enhanced community identity and encourage economic development
- **City of Portland, Bureau of Environmental Services, SE Clay Green Street (Portland, OR) [with GreenWorks]** // civil engineer principal on 12-block green street on SE Clay Street in Portland provides a pedestrian-friendly corridor and strengthens connectivity and improves the pedestrian realm
- **City of Portland, Bureau of Transportation, SE Division Streetscape Improvements (Portland, OR)** // PIC and PM for the City of Portland's Bureaus of Transportation and Environmental Services for infrastructure improvements to SE Division Street



PAUL DEDYO, PE | CIVIL PROJECT MANAGER | KPFF
BS, Civil Engineering, Tufts University

Paul Dedyo is an associate and project manager who specializes in efficient, innovative and sustainable site planning and design. His 28 years of experience and collaborative, big picture focus enable him to facilitate creative design and permitting solutions throughout each phase of a project. Paul's extensive experience in stormwater drainage and utility design includes rainwater harvesting, low impact stormwater management and hydraulic/hydrologic modeling. He uniquely integrates civil and drainage design into the landscape.

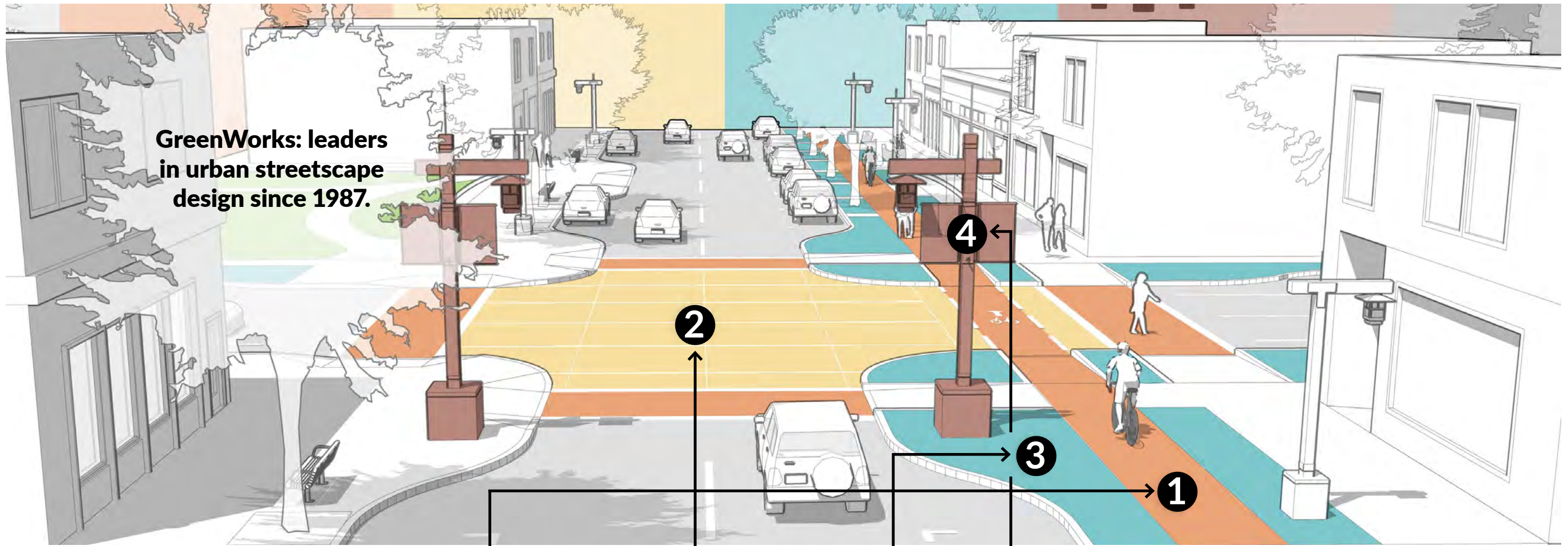
RELEVANT PROJECT EXPERIENCE

- **City of Portland, Bureau of Transportation, SE Division Streetscape Improvements (Portland, OR)** // civil for the City of Portland's Bureaus of Transportation and Environmental Services for infrastructure improvements to SE Division Street
- **City of Portland, Bureau of Transportation, Red Electric Trail (Portland, OR) [with GreenWorks]** // provided civil on design and construction of two segments of a trail that will be a 12-15' wide, shared pedestrian and bicycle bridge crossing over a ravine in the public right of way between SW Bertha and SW Capitol Highway
- **City of Portland, Bureau of Environmental Services, SE Clay Green Street (Portland, OR) [with GreenWorks]** // civil engineer on 12-block green street on SE Clay Street in Portland provides a pedestrian-friendly corridor and strengthens connectivity and improves the pedestrian realm

RELEVANT AGENCY EXPERIENCE

- Port of Hood River, Hood River Waterfront Park (Hood River, OR)
- Port of Hood River, Lot 1 Planning & Framework Plan (Hood River, OR)

GreenWorks: leaders in urban streetscape design since 1987.



94 Streetscapes

In communities with average population of 26,648 people

1

Pedestrians
Bike/Skate
Universal
Emergency
Service
Personal

Multimodal

Over a **dozen** award-winning projects with innovative multi-modal solutions

2

Furnishings
Paving Materials
Art/Sculpture
Lighting
Signage/ Interpretive
Gateways
Open Spaces & Trees

Placemaking

3

More green space, cleaner water, happier commuters, healthier planet

Green Streets

4

Structure
Public Art
Signage
Planting

Gateways



35

ODOT Projects



Approach/Process

Our approach to the Hood River Heights District Urban Design & Engineering Services proposal is **LOCAL MOTION**. By local, we see this effort aligning with the unique geographic and cultural context of the Columbia River Gorge and City of Hood River, but more locally the desire to create a vibrant commercial district at the Heights that reflects and serves the residents who permanently reside in Hood River. By Motion, we aim to capture the opportunity to create a well-connected, multi-modal corridor that both connects to the larger community and provides a safe, distinct mobility network of car, pedestrian, bike paths.

LOCAL

The focus on the Hood River Heights Business District allows us to direct our attention on the areas in and around the 12th and 13th street couplet, from Providence Hospital on May Street to the north and Indian Creek to the south. The two one-way streets support adjacent commercial areas, including a mix of office, restaurant, and other retail uses. A diverse mix of building types vary from locations on the right-of-way. The streetscape includes relatively narrow sidewalks, and a lack of street trees, with the viewshed dominated by overhead power lines.

Far from a blank slate, the district provides plenty of raw material to develop district identity without becoming another downtown. The unique location in Hood River, along with the street configuration and urban form, yield several opportunities:

- **Continuity of Street Character:** The diversity of architectural types, and the potential for redevelopment will yield an eclectic mix of building styles fronting the street. Rather than demand homogenous architectural form, the streetscape itself can knit together the district by defining a simple

suite of essentials—ground plane paving materials, site furnishings, bike parking, stormwater, and plantings—unifying visual character and experience. The undergrounding of utilities and incorporation of street trees, for instance, will shift the focus from poles and wires to green edges that provide a better pedestrian experience and helping to slow traffic.

WORK IN HOOD RIVER



Hood River Waterfront Park (Hood River, OR)



Hood River Westside Area Concept Plan (Hood River, OR)



Hood River Community Housing (Hood River, OR)

- **Catalytic Opportunity Spaces:** The alleys and cross streets provide connections to traffic, but also opportunities to provide unique spaces that reflect culture and identity of the district and create special places for events and activities. Creation of cross-street woonerfs and festival streets allow for selected auto access, but also are pedestrian focused, acting as plazas, or having the ability to be closed off to use for street fairs, outdoor dining, and other activities which support existing businesses and catalyze future development.

- **Transitional Zones:** The spaces to the north from the hospital and Jackson park, as well as from the south as you cross Indian Creek provides the opportunity to establish key gateways and nodes, and allow for expression of planting, materials, and landmarks that cue visitors into the district. At each edge, there is a unique break in the urban form and open spaces provide a key transition from other urban areas into the Heights, which can be accentuated with signage, markers, or expanded vegetation.

- **Connectivity to the Community:** The adjacent land uses of residential zones provides a key to success of the area, reducing the need to drive there and serving the local community. Expanding the visibility and safety of connections east and west from neighborhoods, north from the hospital, and south across the bridge from the larger commercial zone, make this not just a destination for drivers, but also from pedestrians, bikers, and more. The connectivity with the larger Hood River trail network along Indian Creek, to downtown make these regional connections possible, supporting larger recreation networks with services and a destination.

- **Placemaking:** There are numerous opportunities to provide a cohesive design concept while minimizing the visual and functional impact of the auto-dominated conditions to achieve a pedestrian-first design concept. Our extensive experience with the



planning, development of guidelines, conceptual design, and implementation of projects have provided us with experience and tried-and-true methods, which we adapt to the needs of each project. Our approach will evaluate design strategies to meet the goals of fitting into the context and character of the district, providing a unifying material approach to the ground plane and making the space feel less like a street and more of a pedestrian-first space.

Developing the Plan

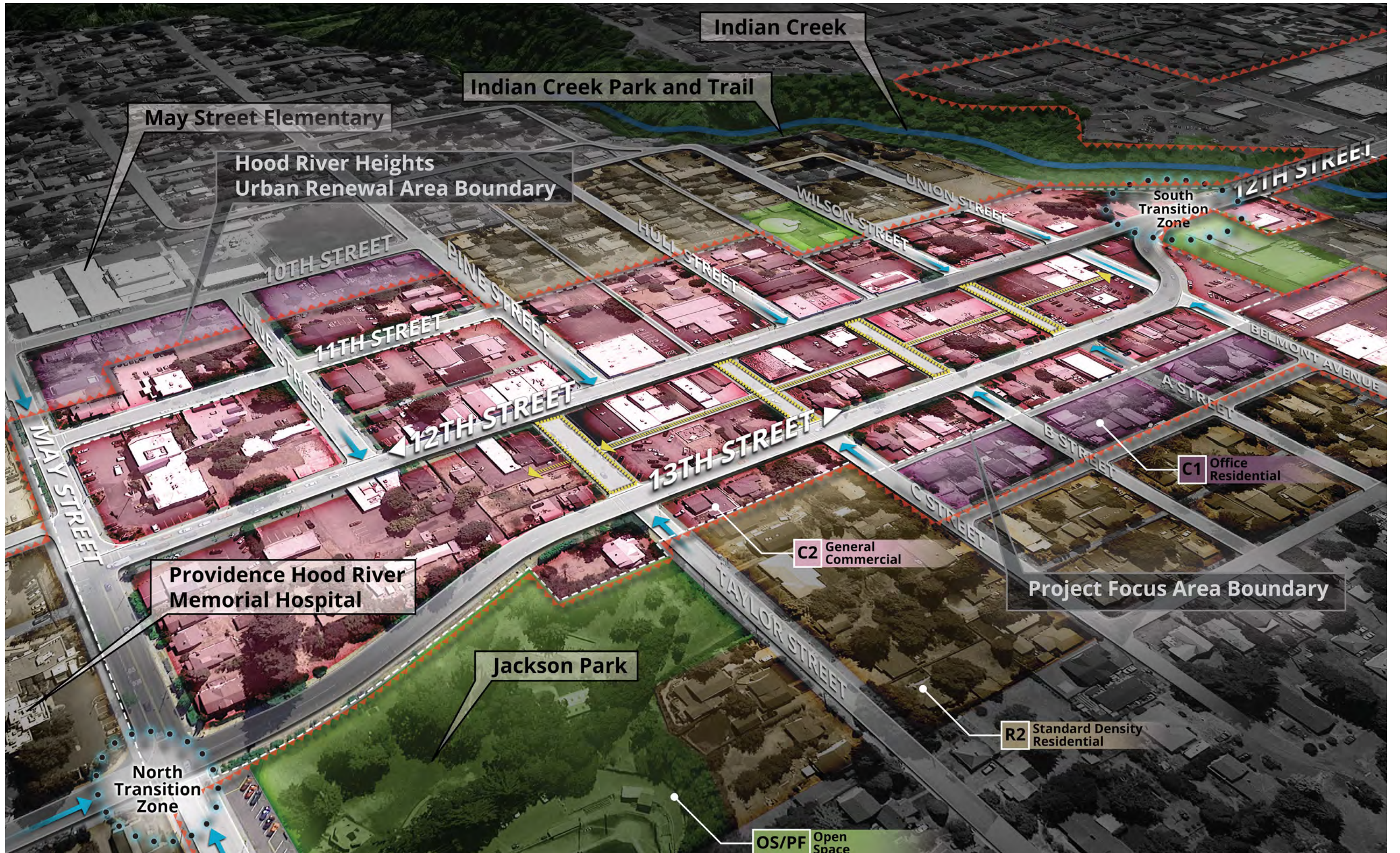
This planning process benefits from a wealth of previous study, including work to upgrade infrastructure, utilities, parking and other urban design improvements in 2011, a series of community meetings in 2017 that looked at solutions like underground utility lines, better, safer environments, and strategies like returning the street to two-way traffic, implementation of angled parking, and several proposed amenities. The most recent process was a Walkshop by Dan Burden, which engaged in street specific discussions of big picture elements like lane configurations, but also drilling into the details of specific site amenities, modes, and potential modifications like reducing speed limits.

Our plan to build on this momentum using public workshops will give us a base of knowledge and allow us to glean key data points from the community, which will inform the scoring criteria and allow us to prioritize the best mix. This allows us to entertain conceptual strategies in early phases to get feedback, constantly narrowing and refining towards a recommended solution. Our team has extensive experience working in Hood River and around the region in transportation, urban design, landscape architecture, and community outreach.

MOTION

The ODOT 12th and 13th Street couplet in the Heights is a commercial transition zone between established and newer single-family neighborhoods and auto-centric, large-parcel service and commercial land use patterns. Headed north from the valley, the transition is first noticed by the changes in development pattern: the smaller buildings located closer to the sidewalk, more frequent intersections, and cars parked on the street. Approaching the area from the north, one notices the increase of surface parking lots, larger streets, and eventually the wider 12th Street/Hwy 281 with a posted speed of 40 MPH.

This transition zone presents issues and processes that need to be addressed and opportunities to be leveraged including:



ODOT EXPERIENCE

Our team is adept and experienced at coordinating with ODOT staff and adhering to ODOT procedures. GreenWorks alone has worked on over 35 ODOT projects including highways and interchanges, to gateways and streetscapes.



Cascade Ave. (US 20) Streetscape (Sisters, OR)



Redlands Road (OR 213) Roundabout (Oregon City, OR)



Dallas Historic Downtown Streetscape (Dallas, OR)

- **Managing speed:** It is easy to drive faster than the posted speed limit of 25 MPH on 12th and 13th Streets. With straight roads and wide travel lanes, the street design does not encourage drivers to maintain the speed limit. From a modal point of view, the couplet works better for moving cars quickly than it does for moving people comfortably. In order to get more people to walk and cross streets to frequent local businesses, the speed of traffic will need to be managed to accommodate safe pedestrian crossings for all ages and abilities.

- **Building safety, comfort and convenience:** Streetscapes that are welcoming and comfortable for pedestrian travel have consistent sidewalks, frequent and conveniently-located crosswalks with features such as curb extensions that reduce the width of travel lanes pedestrians need to walk across. People instinctively remember where they feel comfortable and like to walk, and right now people don't think about the Heights Business District as an inviting place to be a pedestrian.

- **Creating a sense of place:** When vehicle speeds are managed within an integrated network of traffic calming and safe pedestrian crosswalks, the streetscapes of 12th and 13th Streets can become destinations for community activity and street life. Streetscape features such as on-street parking improvements, trees, landscaping, benches, pedestrian scale lighting and local public art can provide neighborhood destinations with a unique identity creating a community-wide sense of place.

- **Streets that serve businesses:** Once a street is more comfortable for all users, and is an attractive place to spend time, the street serves the local businesses by inviting people to walk and stroll. This increases business visibility and economic opportunities for adjacent land uses, in addition to providing walkable commercial destinations for surrounding neighborhoods.

MANAGING THE ODOT INTERFACE

The sites location on State Highway 281 necessitates an interface with ODOT, and the balance of design solutions with regulatory processes. This influences design decisions such as mode sharing, lane width, and overall sections that would be included in streetscape enhancements, but also will be influential in infrastructural improvements like stormwater management using green streets, and sequencing of underground utilities. Our understanding of the Oregon State Highway Design Standards and the Analysis Procedures Manual will ensure a smooth process and allow us to identify necessary design exceptions and how these will relate to accepted standards and procedures. Opportunities do exist for innovation, as ODOT has shown a willingness to consider designs that better balance different modes; however, there is an established process that will need to be followed to consider changes to ODOT's design standards. This will include continual involvement of ODOT design staff, consideration of design exceptions, and other processes as necessary.

CONCLUSION

Our approach aims to build on the processes of community involvement and integrate our knowledge of what is possible in streetscape design, to create a safe, vibrant, district with a focus on providing amenities, connections and services for permanent residents. By focusing on the **LOCAL**, we can create continuity with a design that knits together disparate architecture elements using common materials, plantings, and site furniture. Beyond continuity, we can create distinction by taking advantage of opportunities for transitional spaces from other neighborhoods, maximizing the catalytic potential of spaces like streets and alleys, with a strong focus on placemaking. As a vibrant streetscape in **MOTION**, we will look to mobility strategies to integrate new modes that will yield safe environments, reduce speeds, and focus the attention less on the traffic moving through the spaces than on the unique businesses and amenities collected in this district.

Scope of Work

TASK 1.0: PROJECT SCOPING (8 WEEKS)

This initial phase will provide an opportunity to develop a work plan and refine the schedule, establishing key dates for meetings, deliverables, and community engagement. Three major deliverables are part of this task:

1. Site Analysis and Assessment Report:

Greenworks will lead this task, providing an overview of project conditions, opportunities and constraints, and analysis of key features, typologies, spatial arrangements, and conditions. This will be a visual document, including maps, diagrams, and photos, and other media which can be used in multiple formats (meetings, websites), not just in a report document. This will provide the blueprint for development of the concepts, and integrate traffic, community engagement, and other info.

2. Traffic Analysis:

Toole Design will conduct a traffic study to determine the impact of traffic circulation and design changes. This will include assessing the high-level impacts of different traffic circulation options and determining what changes are needed (if any) to accommodate the preferred design. The study will develop a base traffic conditions model using AM and PM peak hour turning movement counts at six key intersections on the 12th Street / 13th Street couplet and develop a Synchro model to understand existing delay and traffic conditions. Toole Design will then prepare traffic volume scenarios for up to two proposed traffic circulation options and use the Synchro model to determine the high-level impacts of these changes, e.g., the impact on mainline and side-street delay, the need for turn lanes, signalization, or other changes. These impacts will be presented and used to make a decision on the preferred traffic circulation option, which will be analyzed in more detail using Synchro and the results used to determine specific improvements that need to be incorporated into the design.

3. Community Engagement Outline:

Our team will work with the client to develop this deliverable, with APG leading the development of a plan for engagement of key stakeholders, with a schedule. Ongoing task throughout the project will be meeting notes, which will be distributed to all parties for review and approval, with summary and action items.

TASK 2.0: DEVELOP PROJECT CONCEPTS (10 WEEKS)

As mentioned in the approach, the unique opportunity for the Heights is to expand the energy of the district to reflect local goals and identity. Task 2.1 will use the documents generated in Task 1.0,

previous studies, and Public Involvement (Task 2.2) to develop criteria, explore concepts, and refine these concepts. Key elements include:

1. Scoring Criteria:

Led by Greenworks, we will look to our team to inform and provide input on key criteria that will allow us to measure success. This mix of quantitative and qualitative analyses provide the methodology for ensuring any concept meets multiple objectives and does not create negative externalities.

2. Draft Redevelopment Concepts:

Greenworks will develop three concepts to explore different scenarios, informed by Toole and KPFF. This will integrate public input, and address multi-modal strategies, access, parking, and ways to use spaces in the ROW to create safe, walkable streets while catalyzing development potential. Attention will be paid to solutions that address multiple outcomes, reflect the local character, and meet the needs of the Hood River Heights. A combination of plans, sketches, and precedent images will help describe ideas and give a sense of the physical character of concepts. These will be evaluated based on scoring criteria.

3. Final Redevelopment Concepts:

Using input gleaned from Public Workshops and client stakeholders, we will refine the concepts into a concise Alternatives Analysis, comparing these 3 distinct options in terms of designs, amenities, configurations, along with cost-benefit of each. Beyond spatial planning, we will develop a toolkit of site elements that include paving surface treatments, lighting, planters, street trees, signage, and other design elements. The result of Task 2.1 will be a clear direction on a preferred alternative, which received the higher scores using the criteria established early in the phase. These will be presented in rendered plans, perspectives, sections, and precedent imagery in the Conceptual Design Alternatives Document.



This task runs concurrent with Task 2.2: Public Involvement, in an iterative process that creates concepts, tests these concepts with stakeholders, allows for refinement, and then presents alternatives to show that updates integrate feedback, showing that we are listening and responding.

TASK 2.1: PUBLIC INVOLVEMENT (10 WEEKS)

Running in tandem with the development of project concepts in Task 2, we will conduct public involvement, including two Community Workshops that will provide opportunities to discuss project issues, goals, and opportunities. This is a critical element in ensuring that the Heights process and design reflects the goal for serving the local residents of Hood River, and that the key goals of the URAC are applied to enhance and improve local conditions, created opportunities for economic development, improve access and safety, and reflect the culture and identity of Hood River. Public involvement builds on the work done in 2017 community meetings as well as the 2018 Walkshop and Streets Alive sessions. Related to this work will be the ability to engage with a public presentation to the URAC, to present the results of project conceptual development and final conceptual design to the committee in a public forum to gather input and inform the larger public. A final URAC presentation will also be conducted to present final conceptual design at the end of Task 3. The results of Task 2.1 will be compiled in the Public Input Report.

TASK 3.0: FINALIZE CONCEPTUAL DESIGN (10 WEEKS)

The results of Tasks 2.0 and 2.1 will be a preferred alternative and a toolkit of design elements that reflect the unique project goals and identity of the Heights. Task 3.0 will bring this together with more detailed exploration of this preferred concept, with updated colored plans, sections, perspective renderings, to both inform and excite neighbors, businesses, and the larger community about the transformation of the district into a vital local hub. This will integrate new streetscape configuration, bike and pedestrian improvements, stormwater, utilities, lighting, signage, street trees, and parking, along with specific integration of existing and new buildings.

The final conceptual design will be presented to the URAC to allow for input and adoption, prior to engagement in Task 3.1. This will ensure that the 30% set is efficient and includes all of the necessary elements, properly captures limits of work, potential phasing, and overlaps with other activities happening in the ROW and surrounding urban context. The

entire document will be compiled into the Final Conceptual Design Document, with an executive summary, and including a compilation of supporting documents in Appendices:

- Site Analysis and Assessment Report w/ Traffic Analysis
- Scoring Criteria
- Conceptual Design Alternatives
- Public Input Plan
- Relevant Summary/Meeting Notes

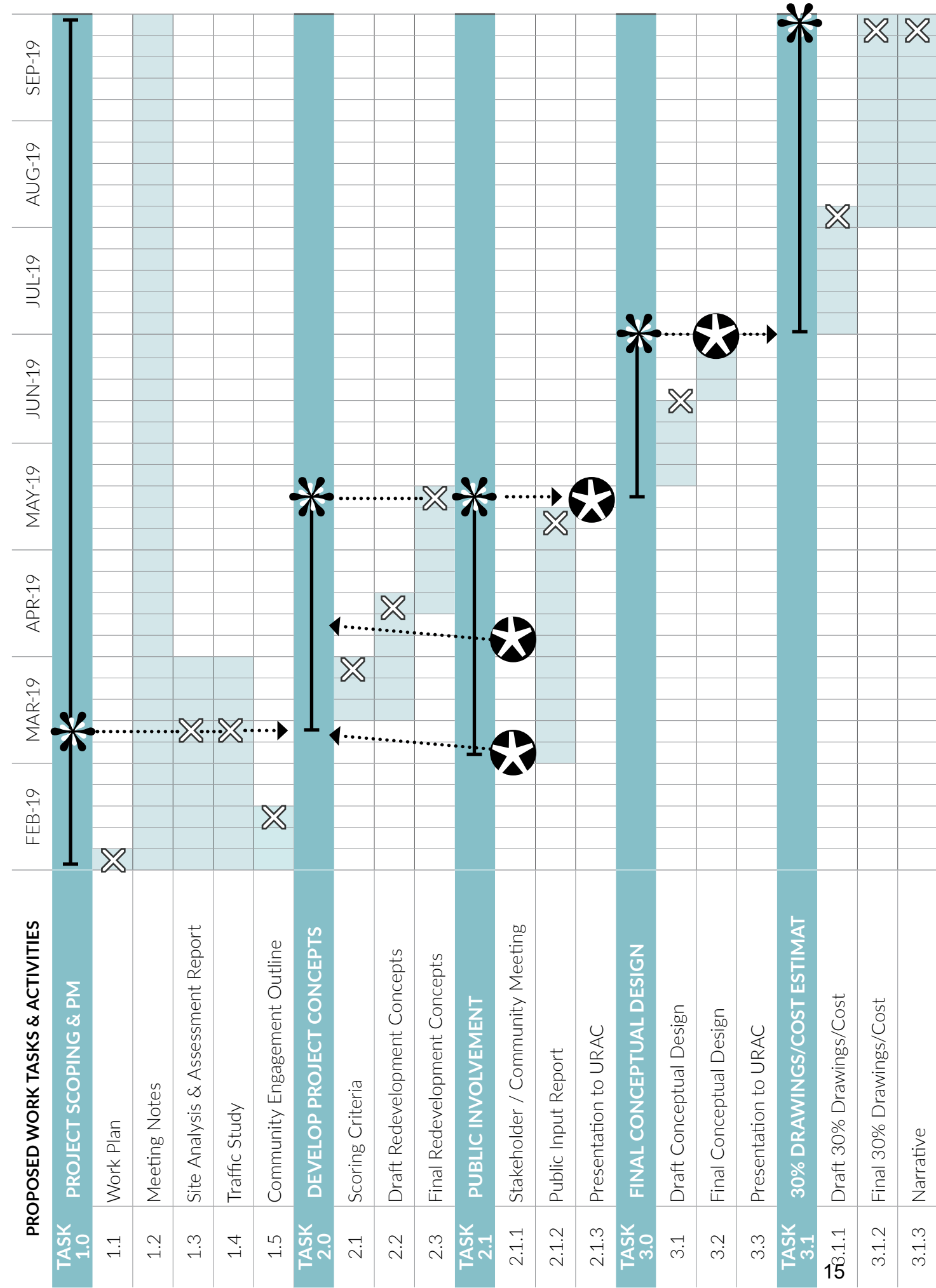
TASK 3.1: CONCEPT DEVELOPMENT DRAWINGS/COST-ESTIMATE (12 WEEKS)

The final task is to develop a preliminary set of concept development drawings to support the graphics in the Conceptual Design Document, along with planning level cost estimates. These drawings will be developed to provide routing and information to support cost-estimates, and contain relevant information for site elements, materials, utilities, lane configurations, multimodal treatments, furnishings, and other amenities. A draft set will be generated, and feedback will be integrated into a final set of documents that will be paired with cost estimates.

This set will provide the foundation for future construction documentation and allow for rough order of magnitude (ROM) pricing framework to look for future funding allocations and use of URA funds. This can also be a mechanism for coordination of other projects (planning and current) to identify project overlaps, avoid duplicate work, and start to form a narrative that provides a summary of the overall Basis of Design, giving assumptions and guidance for type of construction and specifications of site work.

As the project interfaces with the Oregon State Highway Design Standards and the Analysis Procedures Manual, a key part of this will be to identify design exceptions and how these will relate to accepted standards and procedures. Our team is well-versed in navigating the specifics of the ODOT standards and methods, providing technical documentation, and working with agency representatives to deliver a product that complies with all applicable standards.

Schedule



PROJECT SAMPLES



Cascade Avenue (US 20) Streetscape

GreenWorks, Sisters, OR

Description + Relevance to Project:

GreenWorks was part of a multi-disciplinary team working on the Cascade Avenue (US 20) Streetscape Plan in the City of Sisters. US 20 provides a connection across the Cascade Range between the growing communities of Central Oregon and the Willamette Valley's major population centers. Thousands of trucks and passenger vehicles travel through the tourism-based town of Sisters each day making US 20 both a main street and a major regional freight route. As a result, alleviating conflicts between local and through traffic and pedestrians enjoying the vibrant business district along this corridor was a major goal of the project.

The project team presented five different streetscape design concepts with various alternatives for each set of streetscape features, including trees, furniture, and paving. These were reviewed by the community at a series of open house sessions. The design team subsequently synthesized the community's input into the Preferred Streetscape Design Concept.

The Cascade Avenue Streetscape design made improvements to US 20 that enhanced the walkability of downtown, improved safety along the corridor, reinforced the community's unique identity,

and ultimately created a catalyst for economic development within the community.

The project was completed in 2014. It received the APWA Project of the Year (\$5M-\$25M Category) in 2015 and the ASLA Oregon Chapter's 2015 Merit Award

Project Duration: 2010-2014

Tasks Performed by Firm: Project coordination with agencies and consultant team; public involvement participation; stakeholder interview; preliminary design; final design; services during construction.

Key staff + Roles: Ron Tendick, Landscape Architect

Client Reference:

Della Mosier, PE, Senior Roadway Engineer
ODOT Region 4 Project Delivery Building
63055 N. Highway 97, Bldg M, Bend, OR 97701
p. 541-388-6121 | f. 541-549-0561
della.d.mosier@odot.state.or.us

Schedule & Budget Met: Yes



Historic Newberg Revitalization (Highway 99)

GreenWorks, Newberg, OR

Description + Relevance to Project:

GreenWorks was tasked with the development of streetscape and urban development strategies to guide the City of Newberg and private landowners in the development of the public realm in the downtown core. These strategies describe the desired physical structure of the Newberg Downtown Area and how various streetscape and urban design elements foster desired behaviors, interactions, civic pride and ultimately capital and social investment.

Project Duration: 2015-2017

Tasks Performed by Firm: Along with providing urban design services, GreenWorks produced evocative graphics and visualizations to improve understanding of key concepts and benefit public engagement. GreenWorks participated in public engagement activities that included garnering feedback and facilitating an interactive exercise that allowed community members to explore different streetscape typologies. GreenWorks also played a vital role in a feasibility analysis for the Newberg Core Catalyst Site located across from City Hall. GreenWorks developed diagrammatic floor plans and 3D building massing models for determining economic viability.

Key staff + Roles: Gill Williams, Principal-in-Charge

Client Reference: Doug Rux, AICP
Community Development Director
City Hall, 414 E. First Street (PO Box 970)
Newberg, Oregon, 97132
doug.rux@newbergoregon.gov
p. 503-537-1212

Schedule & Budget Met: Yes



Hermiston Festival Street

GreenWorks, Hermiston, OR

Description + Relevance to Project:

To stimulate economic activity downtown and enhance the public spaces in the Hermiston Urban Renewal District, the City of Hermiston identified development of a downtown festival street as a crucial factor in encouraging a more vibrant downtown. The festival street, planned for the existing right-of-way along NE 2nd Street will allow flexibility for programmed events throughout the year and will open to traffic when not in use. Additionally, the need to create a gateway into the downtown has also been identified as an opportunity to create a safer intersection. These improvements will serve economic development goals and provide a sense of arrival and place in Downtown Hermiston.

Project Duration: 2016-2018

Tasks Performed by Firm: Project coordination with agencies and consultant team; public involvement participation; stakeholder interview; preliminary design; final design; services during construction

Key staff + Roles: Ron Tendick, Landscape Architect

Client Reference:

Clinton Spencer, City Planner
City of Hermiston
180 NE 2nd St, Hermiston, OR 97838
p. 541-567-5521
cspencer@hermiston.or.us

Schedule & Budget Met: Yes



US 30 WESTGATE INTERSECTION GATEWAY PROJECT

Pendleton Roundup 100th Anniversary Civic Improvements

GreenWorks, Pendleton, OR

Description + Relevance to Project:

This Master Plan included four major projects, for which GreenWorks provided design and construction phase services: US 30 Westgate Intersection Gateway Project (implemented by ODOT), Pendleton Round-Up Grounds Court Avenue Right-of-Way Improvements (implemented by ODOT), Centennial Plaza and Round-Up Grounds Improvements, and Riverfront Plaza (implemented by the City of Pendleton). These projects demonstrate GreenWorks' ability to design transportation infrastructure that integrates thorough-fares and highways to community-focused streetscapes with elements such as parking, placemaking, stormwater and multimodal strategies. GreenWorks conducted extensive public involvement efforts throughout the process to arrive at designs that reflected the priorities and expectations of Pendleton residents.

The goals for, and results of, this projects include:

- enhancing the City Gateway near Pendleton Fairgrounds along Court Avenue (HWY 30) and the Umatilla River Parkway
- **linking community** to the Umatilla River and creating a strong sense of place and identity
- enhancing Court Avenue and riverfront aesthetics
- creating a **safe** and vibrant **pedestrian environment**
- creating a **sense of arrival** to the downtown

Project Duration: 2008-2010

Tasks Performed by Firm: Project management; Project coordination with agencies and consultant team; public involvement participation; stakeholder interview; preliminary design; final design; services during construction

Key staff + Roles: Ron Tendick, Landscape Architect

Client Reference:

Bob Patterson Public Works Director
City of Pendleton
500 SW Dorion Avenue, Pendleton, OR 97801
phone: (541) 966-0241
Bob.Patterson@ci.pendleton.or.us

Schedule & Budget Met: Yes



TOP: Pendleton Riverfront Plaza

MID: Centennial Plaza and Round-Up Grounds Improvements

BOTTOM LEFT : Pendleton Round-Up Grounds Court Avenue Right-of-Way Improvements

BOTTOM RIGHT: Pendleton Round-Up Grounds Court Avenue Right-of-Way Improvements

PROJECTS IN THE COLUMBIA GORGE



The Dalles Riverfront Connections

KPFF & GreenWorks, The Dalles, OR

Description + Relevance to Project:

GreenWorks and KPFF provided preliminary and final design of streetscape improvements and a pedestrian crossing of the Union Pacific Railroad (UPRR) in The Dalles' city center. The crossing provides a key link between the downtown business district and the Columbia River riverfront. Streetscape enhancements include incorporation of district design standards, specialty paving, landscaping railings and lighting. The goal of this plan is to capitalize on opportunities for economic growth, public use and social activities by restoring the City's connection to the Columbia River and making significant improvements to the streetscape to improve the marketability of properties within the area.

Project Duration: 2008-Present

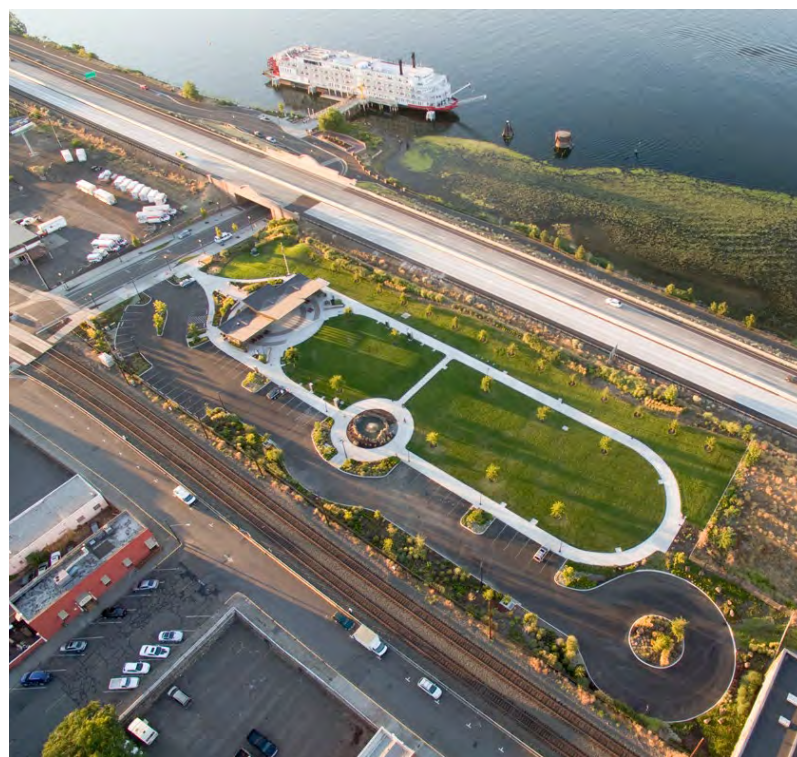
Tasks Performed by Firm: Project management (KPFF); project coordination with agencies and consultant team; preliminary design; final design; services during construction.

Key staff + Roles: Curt Vanderzanden, Civil Project Manager

Client Reference:

Steve Harris, Director Community Development Department
City of the Dalles,
313 Court Street
541-296-5481 x1151
sharris@ci.the-dalles.or.us

Schedule & Budget Met: Yes



Hood River Community Housing

GreenWorks, Hood River, OR

Description + Relevance to Project:

Working with the Mid-Columbia Housing Authority, in collaboration with Carleton-Hart Architects & Klein Associates Civil Engineering, the Hood River Community Housing (HRCH) aims to provide 60 units of affordable housing, in a mix of flats and townhouses. The site scope includes a range of site amenities including unstructured nature play and structure play areas, community gardens, picnic areas, seating, pathways and extensive landscape plantings drawn from the Columbia Gorge ecosystem. Situated on a 5-acre site west of downtown Hood River, the site has many large existing Oaks and larger conifers which will be retained, along with natural rock outcrops and other landscape features, to weave the new development into the existing natural context. Other site elements include sustainable stormwater strategies includes permeable paving, stormwater planters, green streets.

Project Duration: 2017-Present

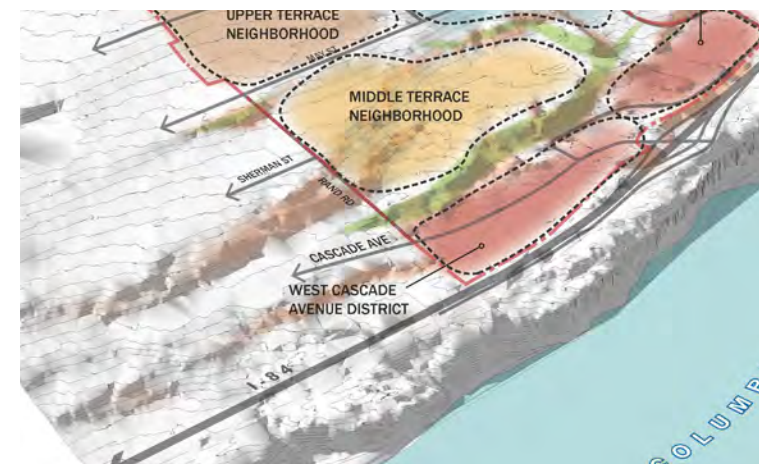
Tasks Performed by Firm: The current scenario includes protection of a large open space areas for recreation use in the community, along with trails and other amenities, including a regional multi-use path connecting the site to adjacent areas, along with streetscape/ROW improvements, including new street trees, green street plantings and crosswalks. An extensive public process and Land Use review has allowed us to understand the community desires, listen to input, and determine how this will shape design alternatives to fit into the community.

Key staff + Roles: Jason King, Project Manager; Margot Halpin, Project Support

Client Reference:

Brian Carleton, Principal at Carleton Hart
830 SW 10th Ave #200, Portland, Oregon 97205
503-243-2252
info@carletonhart.com

Schedule & Budget Met: In Process



Hood River Westside Area Concept Plan

APG, Hood River, OR

Description + Relevance to Project: APG led a multi-disciplinary team to prepare a concept plan for three new neighborhoods in Hood River's largely-undeveloped Westside Area. The project sought to balance needed transportation improvements with the provision of new housing, protection and enhancement of natural areas and open space, and an ongoing community conversation about housing affordability. The project team used innovative visualizations and numerous scenarios to provide information to members of the project's two advisory committees, and conducted several in-person and online open houses for the public. This project included similar project tasks as the proposed project, is in close proximity geographically, and demonstrates APG's familiarity with the City of Hood River, its constituents, and planning issues there.

Project Duration: Completed in 2017

Tasks Performed by Firm: Project management, land use planning, intergovernmental coordination, meeting facilitation and other community engagement

Key staff + Roles: Andrew Parish, Community Engagement

Client Reference:

Kevin Liburdy, Senior Planner
City of Hood River Planning Department
211 2nd Street, Hood River, OR 97031
541-387-5210
kevin@ci.hood-river.or.us

Schedule & Budget Met: Yes



Sandpoint Downtown Reversion

GreenWorks, Sandpoint, ID

Description + Relevance to Project:

GreenWorks is currently contributing to on-going efforts to enhance downtown Sandpoint. Through a series of public engagement opportunities, the design team collaborated closely with the City and numerous stakeholders to design an environment that supports a more efficient transportation network, improve the pedestrian experience, benefits local businesses, and reinforces the City's Downtown Streets Plan and Design Guide.

Project Duration: 2016-2018

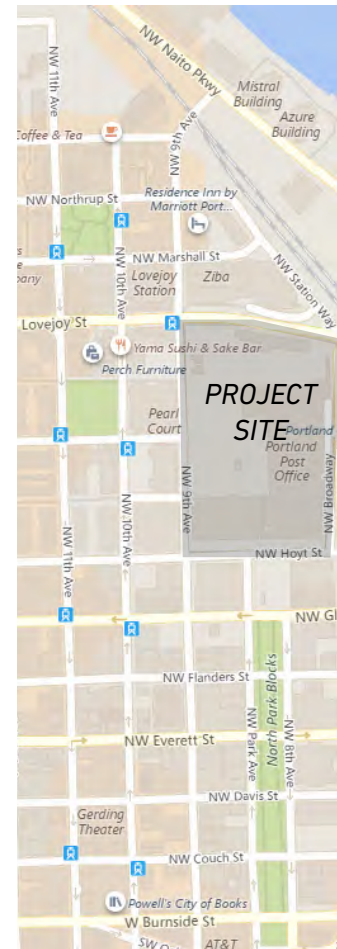
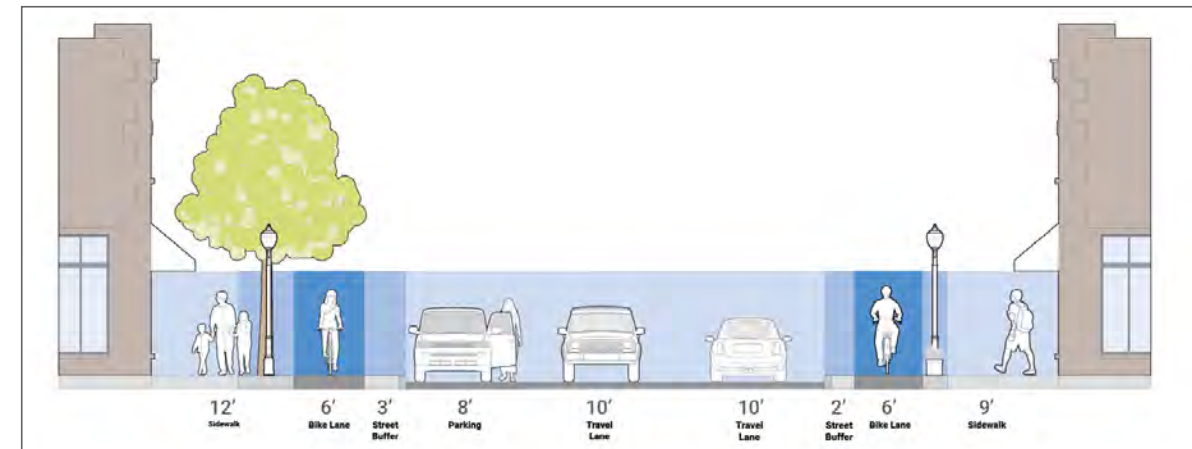
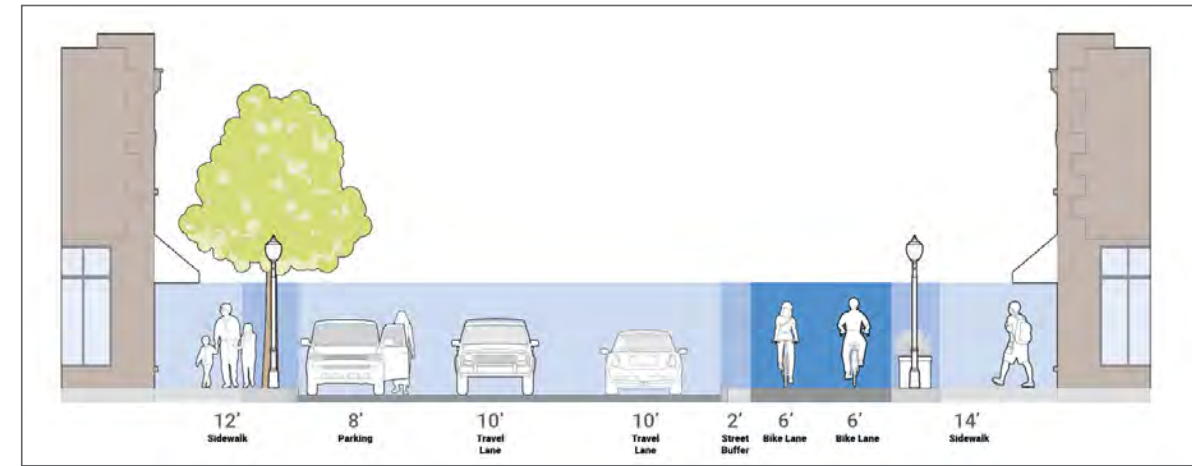
Tasks Performed by Firm: Project coordination with agencies and consultant team; public involvement participation; stakeholder interview; preliminary design; final design; services during construction.

Key staff + Roles: Ron Tendick, Landscape Architect
Project Duration: 2016-2018

Client Reference:

Dennis Fuller, Principal
Century West Engineers
11707 E. Montgomery Dr.
Spokane Valley, WA 99206
509-838-3810
ddf Fuller@CenturyWest.com

Schedule & Budget Met: Yes



Dallas Downtown Streetscape

Dallas, OR

Description + Relevance to Project:

GreenWorks is currently contributing to on-going efforts to enhance downtown Sandpoint. Through a series of public engagement opportunities, the design team collaborated closely with the City and numerous stakeholders to design an environment that supports a more efficient transportation network, improve the pedestrian experience, benefits local businesses, and reinforces the City's Downtown Streets Plan and Design Guide.

Project Duration: 2008-2012

Tasks Performed by Firm: Project coordination with agencies and consultant team; public involvement participation; stakeholder

interview; preliminary design; final design; services during construction.

Key staff + Roles: Jason King, Project Manager

Schedule & Budget Met: Yes

Broadway Corridor Multimodal Planning

Toole Design, Portland, OR

Description + Relevance to Project:

Toole Design is the transportation planning lead for a consultant team charged with creating a redevelopment plan for a 32-acre project study area in the heart of downtown Portland that served as the City's Main Post Office. The Broadway Corridor project is a once-in-a-generation unique, diverse, vibrant, sustainable, mixed-use, dense urban district seamlessly integrated with a regional multi-modal transportation hub.

Project Duration: 2018-2019

Tasks Performed by Firm: Toole Design is assisting the team with the assessment of site conditions, traffic analysis, freight circulation and access, parking requirements, and site design elements that will serve pedestrians and bicycles.

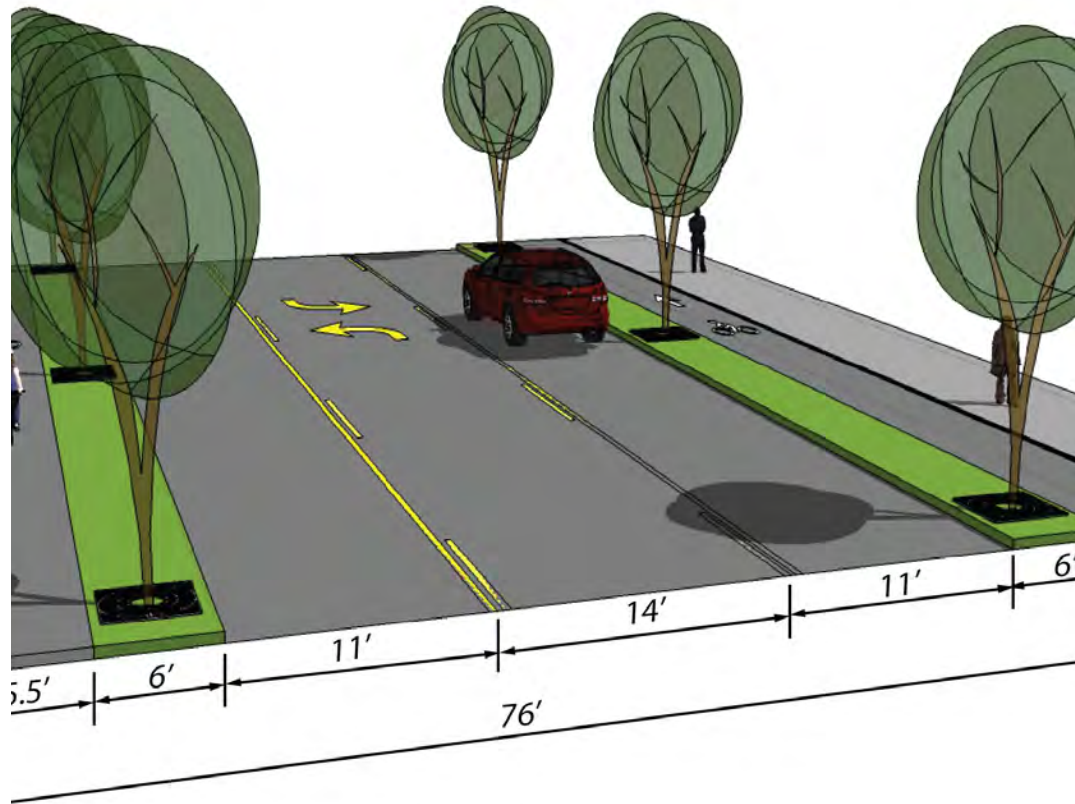
Key staff + Roles:

Patrick Sweeney, PLA, LEED AP
Gwen Shaw, EIT

Client Reference:

Sara Harpole
Project Manager
Prosper Portland
503-823-3337
harpoles@prosperportland.us

Schedule & Budget Met: Yes



Outer Powell Boulevard Transportation Safety Plan

Toole Design, Portland, OR

Description + Relevance to Project: Toole Design worked with the Oregon Department of Transportation (ODOT) to identify and recommend active transportation solutions that will improve safety and access for pedestrians and bicyclists in an underserved part of East Portland. The project was part of a larger environmental impact study for reconstruction of the section of Powell Boulevard east of I-205 to SE 174th Avenue and the Portland city limit.

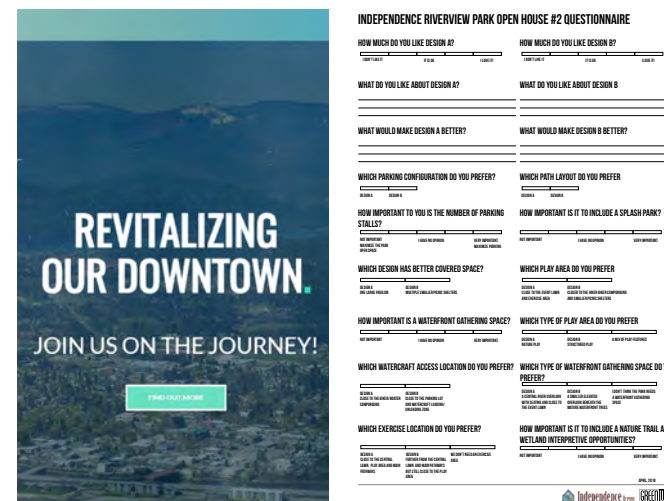
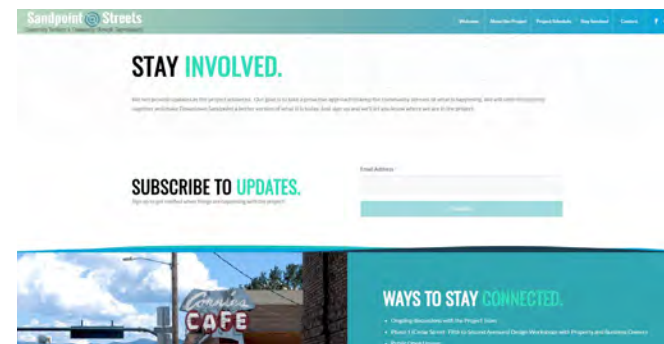
Project Duration: 2014-2016

Tasks Performed by Firm: The project included developing cross-section standards that more appropriately meet the active transportation needs of the corridor, completing pedestrian network gaps and identifying enhanced pedestrian crossing locations to better serve transit and allow for transit stop consolidation, and evaluating the feasibility of different types of bikeway treatments including buffered bike lanes, raised bike lanes, and separated cycle tracks. Additionally, Toole Design assisted ODOT with determining the impacts of upgrading intersections to incorporate bicycle signals and/or physically separated intersection designs along the corridor.

Key staff + Roles: Adrian Witte, Engineer

Client Reference:

Mike Mason,
Senior Project Manager
ODOT Region 1 Major Project Unit
503-731-8246
michael.w.mason@odot.state.or.us



Additional Services & Information

GREENWORKS FULL LIST OF SERVICES

- Landscape Analysis and Planning
- Graphic Communications
- Digital Visual Simulations and Animations
- Design Guidelines, Standards, and Handbooks
- Public Involvement
- Construction Drawings & Specifications
- Regulatory Permitting
- Grant Applications Support
- Construction Cost Estimating
- Bidding Support
- Construction Administration & Management
- Landscape Restoration and Reclamation
- Sustainability and LEED® Design (SITES)
- Geographic Information Systems (GIS)

Additional Services & Information

Our team is always excited to bring a creative and interactive approach to our projects. We find this is especially effective when applied to public involvement and community engagement efforts. Optional creative approaches include:

- using 3D animation or graphic renderings to allow stakeholders and community members to more fully experience a design concept
- creating a website and online survey to meet residents where they are
- setting up a neighborhood pop-up in a vacant storefront where residents can share their feedback in-person
- designing an interactive map or activity
- translating open house materials into different languages for accessibility
- hosting open houses and workshops in unique community-specific gathering places


APPENDIX A: Business Statement

Using this form, complete and submit with your proposal response.

1. Name of Business: GreenWorks, PC
2. Business Address: 24 NW 2nd Ave, Suite 100, Portland, OR 97209
3. Phone: 503-222-5612 Fax: 503-222-2283
4. Email (of proposer): gillw@greenworkspc.com
5. Business Classification (check all that apply)
 Individual Partnership Corporation Women or Minority Owned
6. Federal Tax Number (a SSN or Federal Tax Number): 91-1747559
7. Name of Owner: F. Michael Faha, and Gill Williams
8. Does firm maintain insurance in amounts specified below? Yes: No: If no, describe.
- A. Commercial General Liability insurance of at least \$500,000 per occurrence: \$1,000,000 aggregate; naming The Agency as an additional insured on the policy contingent on contract award.
9. Are there claims that are pending against this insurance policy? Yes: No: If yes, attach explanation.
10. During the past five years, has the firm, business, or any officer in the firm or business, been involved in any (1) bond forfeiture, (2) litigation personally involving the firm, business or any officer in the firm or business (other than dissolution of marriage), or (3) claims filed with any insurance carrier concerning the firm, business, or any officer in the firm or with any insurance carrier concerning the firm, business, or any officer in the firm or business. Yes: No: If yes, attach an explanation.
11. Has company been in bankruptcy, reorganization or receivership in last five years? Yes: No:
12. Has company been disqualified or terminated by any public agency? Yes: No:
13. Proposal offers shall be good and valid for at least 60 days. Failure to concur with this condition may result in rejection of the offer. Does the firm accept this condition? Yes: No:

Having carefully examined all the documents of the solicitation, including the instruction, the undersigned proposes to perform all work in strict compliance with the above-named documents, as well as in compliance with all submitted proposal information accepts all the terms and conditions contained in the Hood River Urban Renewal Agency's Qualification Based Request for Proposal for Infrastructure Financing Services for transportation and parks, water, sanitary sewer, and stormwater and the attached professional services agreement template (Attachment D)

Firm Name: GreenWorks, PC

Authorized Signature:  Print Name: Gill Williams

Date: 1/14/19



GreenWorks
 24 NW 2nd Ave #100
 Portland, OR 97209
 (503) 222-5612
 info@greenworkspc.com
 www.greenworkspc.com





05/14/19

Will Norris
Finance Director/Asst. City Manager
City of Hood River
211 2nd Street
Hood River, OR 97031

Re: Hood River Heights Urban Design
Landscape Architectural Services Proposal – No. 18-0368

Dear Will.

Attached is the refined scope for the Hood River Heights Urban Design Plan, based on our RFP and subsequent revisions based on discussions with the URAC and requested refinements to the scope. We make the following proposal for your consideration and acceptance:

Proposed Scope of Services

Task 1. Project Scoping & Project Management

- 1.1 Develop Work Plan: We will refine the scope, work plan and schedule with key deliverables from initiation to completion. This will be periodically updated based on any changes to scope and schedule.
- 1.2 Team Coordination/Meeting Notes/PM: We will provide on-going project management of team, and communication with client. Ongoing task throughout the project will be meeting notes, which will be distributed to all parties for review and approval, with summary and action items.
- 1.3 Site Analysis and Assessment Report: Greenworks will lead this task, providing an overview of project conditions, opportunities and constraints, and analysis of key features, typologies, spatial arrangements, and conditions. This will also outline the existing Adopted Heights URA Plan for reference to current projects and identification of deviations. This will be a visual document, including maps, diagrams, and photos, and other media which can be used in multiple formats (meetings, websites), not just in a report document. This will provide the blueprint for development of the concepts, and integrate traffic, community engagement, and other info.
- 1.4 Traffic Study: Toole Design will conduct a traffic study to determine the impact of traffic circulation and design changes. This will include evaluating the scenarios suggested in previous studies (i.e. Dan Burden Walkshop) for viability and incorporating data collected as part of this project into the assessment of high-level impacts of different traffic circulation options and ultimately determining what changes are needed (if any) to accommodate the preferred design.



We will work with Client to determine six key intersections to collect data, and develop a base traffic conditions model using AM and PM peak hour turning movement counts at six key intersections within the Heights Urban Renewal Area and the 12th Street / 13th Street couplet and develop a Synchro model to evaluate existing delay and traffic conditions. Toole Design will evaluate existing scenarios and prepare updated traffic volume scenarios for up to two proposed traffic circulation options and use the Synchro model to assess the high-level impacts of these changes, e.g., the impact on mainline and side-street delay, the need for turn lanes, signalization, or other changes. This will be used to determine viability of conceptual schemes and potentially eliminate schemes from consideration as options if they have detrimental impacts to larger city traffic networks. The scenarios impacts will be presented and used to decide on the preferred traffic circulation option, which will be analyzed in more detail using Synchro and the results used to determine specific improvements that need to be incorporated into the preferred design.

City will assist team in obtaining existing 2011 Transportation System Planning model data, and our team will use data to calibrate and inform data collected above and ensure that the project area traffic flows are consistent with modeled forecasts.

- 1.5 Community Engagement Outline: Our team will work with the client to develop this deliverable. APG will lead the development of a plan for engagement of key stakeholders, workshops for community, digital communications, and tools for internal meetings and external outreach with a schedule and deliverables. We will also clarify what is the responsibility of client and what the team is providing in terms of production, logistics, and outreach.



- 1.6 Support English as a Second Language Outreach: Our team will work with the Client's contractor to support two-way communication, to ensure that involvement with non-native English speakers will be emphasized in all aspects of the project. The Client's contractor will provide translation services through a separate contract. Our team will provide materials to the to the Client's translation services provider for translation and coordinate with them regarding translation services for open houses and other events and will update the project website with translated materials.

Task 2. Develop Project Concepts

- 2.1 Develop Scoring Criteria: We will develop key criteria that will allow us to measure success and discuss options and ideas with the URAC, Public, and Urban Renewal Agency Board to refine values and goals. This mix of quantitative and qualitative analyses provide the methodology for ensuring any concept meets multiple objectives and does not create negative externalities.

- 2.2 Draft Redevelopment Concepts: Greenworks will develop three concepts to explore different scenarios, informed by the work of Toole and KPFF and integrating input from public involvement. This will address multi-modal strategies, access, parking, and ways to use spaces in the ROW to create safe, walkable streets while catalyzing development potential. The focus will be on solutions that address multiple outcomes, reflect the local character, and meet the needs of the Hood River Heights. A combination of plans, sketches, and precedent images will help describe ideas and give a sense of the physical character of concepts. These will be evaluated based on scoring criteria.
- 2.3 Final Redevelopment Concepts: Using input gleaned from Public Workshops and client stakeholders, we will refine the concepts into a concise Alternatives Analysis, comparing these 3 distinct options in terms of designs, amenities, configurations, along with cost-benefit of each. Beyond spatial planning, we will develop a toolkit of site elements that include paving surface treatments, lighting, planters, street trees, signage, and other design elements. The result of will be a clear direction on a preferred alternative, which received the higher scores using the criteria established early in the phase. These will be presented in rendered plans, perspectives, sections, and precedent imagery in the Conceptual Design Alternatives Document.

Task 3. Public Involvement

- 3.1 Project Website Setup & Maintenance: The City shall provide a site for the project webpage within their WordPress platform and provide the consultant with a login to develop and maintain the project webpage. Initial material for the Project Website will include an overview of Project Objectives, a project schedule showing major Project tasks and tentative dates for public meetings and deliverables, and a list of Project deliverables. Project Website will facilitate public input through a simple form and allow the public to sign up for project email updates. Comments and requests for updates will be captured in a public comment log by the City.

Event agendas and meeting materials will be posted on Project website at the times and in the manner identified in the Public Engagement Outline. Draft and final Technical Memoranda and final presentation material used at Public Events will be published on the Project Website. Additional material may be posted to Project Website. Prior to posting, the City must approve all material posted to the Project Website. City shall provide Consultant comments on potential Project Website material within two working days of receipt.
- 3.2 Streets Alive ODOT Meeting: Attend Streets Alive ODOT coordination meeting, to provide brief introduction to the community related to the Hood River Heights Urban Design Project Team and our planned scope and schedule.
- 3.3 Scoring Criteria Workshop: We will conduct a facilitated workshop with the URAC and Urban Renewal Agency Board to determine key goals and objectives and develop key metrics for measuring the efficacy of options and success of final design solutions.



- 3.4 Community Meetings: We will conduct public involvement, including 2 Community Workshops that will provide opportunities to discuss project issues, goals, and opportunities. This will be an opportunity for the key goals of the community be applied to enhance and improve local conditions, created opportunities for economic development, improve access and safety, and reflect the culture and identity of Hood River. The public involvement builds on the work done in 2017 Community meetings as well as the 2018 Walkshop / Streets Alive sessions.
- 3.5 Public Input Report: We will create a summary of the public process, including key findings from facilitated scoring workshop, online feedback, and public workshops. This will become a section of the final report.
- 3.6 Presentation to URAC: We will present the results of project conceptual development and final conceptual design to the committee in a public forum to gather input and inform the larger public. A final URAC presentation will also be conducted to present final conceptual design and summarize results of the Public Input Report.
- 3.7 Additional Community Outreach (contingent). APG will provide, contingent on written authorization of the client, additional community outreach services including, but not limited to, additional community meetings and stakeholder interviews up to \$4,500.

Task 4. Finalize Conceptual Design

- 4.1 Draft Conceptual Design: The results of Task 2 will be expanded into a preferred alternative and a toolkit of design elements that reflect the unique project goals and identity of The Heights. This will bring this together with more detailed exploration of this preferred concept, with updated colored plans, sections, perspective renderings, to both inform and excite neighbors, businesses, and the larger community about the transformation of the district into a vital local hub. This will integrate new streetscape configuration, bike and pedestrian improvements, stormwater, utilities, lighting, signage, street trees, and parking, along with specific integration of existing and new buildings. We will also evaluate to determine impacts to Adopted Heights URA plan.
- 4.2 Final Conceptual Design: Feedback from draft will be incorporated, and the entire document will be compiled into the Final Conceptual Design Document, with an executive summary, and including a compilation of supporting documents in Appendices:
 - Site Analysis and Assessment Report w/ Traffic Analysis
 - Scoring Criteria
 - Conceptual Design Alternatives
 - Public Input Plan
 - Relevant Summary/Meeting Notes
 - Documentation of proposed amendments to the Adopted Heights URA Plan, noting where design aligns with original plan, and where deviations or new project not included in the prior plan exists.



- 4.3 Presentation to URAC: The final conceptual design will be presented to the URAC to allow for input and adoption. This will ensure that the 30% set is efficient and includes all of the necessary elements, properly captures limits of work, potential phasing, and overlaps with other activities happening in the ROW and surrounding urban context.

Task 5. Concept Development Drawings/Cost-Estimate

- 5.1 Draft Concept Development Drawings: A set of drawings will be developed to provide routing and information to support cost-estimates, and contain relevant information for site elements, materials, utilities, lane configurations, multimodal treatments, furnishings, and other amenities. A draft set will be generated, and feedback will be integrated into a final set of documents that will be paired with cost estimates.
- 5.2 Draft Concept Cost Estimate: This set will provide the foundation for future construction documentation and allow for rough order of magnitude (ROM) pricing framework for project and selected project elements from the toolkit, to look for future funding allocations and use of URA funds.
- 5.3 Final Concept Development Drawings: Incorporate review comments, QA/QC, and refinements and produce final drawing package.
- 5.4 Final Concept Cost Estimate: Incorporate review comments, QA/QC, and refinements and produce estimate of probable costs.
- 5.5 Project Narrative, Phasing & Implementation Plan: A narrative will be developed that provides a summary of the overall Basis of Design, giving assumptions and guidance for type of construction and specifications of site work. This will also include creation of a graphic plans that will outline recommendations of phasing and implementation of plans, to provide an array of options for project delivery, and required funding for budgeting. This can also be a mechanism for coordination of other projects (planning and current) to identify project overlaps and avoid duplicate work.



Assumptions

1. Site base materials will be provided by owner in both hardcopy and AutoCAD formats. All existing features will be located on the base maps, with considerations for accurate right-of-way and utility information. We will work with client to determine the appropriate level of information necessary for planning and concept development.
2. GreenWorks, PC and team will develop drawings 30% Concept with a goal of communicating design intent, identify locations of key elements to guide coordination, and develop conceptual cost estimates. We will not be responsible for detailed engineering and construction documentation, layout, and site grading and drainage.

3. Structural engineering necessary for design of walls, trellises, fences, and other landscape features is not anticipated nor is part of this proposal.
4. Fee for consulting arborist, if necessary, is not included in this proposal.
5. Excluded Services are not a part of GreenWorks, PC's Basic, or Additional Services and are the responsibility of others. Excluded Services include, but are not limited to, the following: Subsurface conditions; soil issues (including suitability for plant material, soil content, level of compaction); determination of lot line locations; drainage infrastructure; utilities' location; signage; security; lighting.
7. GreenWorks, PC shall render its services as expeditiously as is consistent with professional skill and care.
8. Project Schedule is assumed to be 9 months
9. Assume 2 weeks for Client Review of materials to maintain schedule.

TERMS OF AGREEMENT

Fee Schedule

Professional fees for the scope of work can be broken down as follows:

Task 1: Project Scoping/PM	\$29,930
Task 2: Develop Project Concepts.....	\$16,408
Task 3: Public Involvement	\$31,306
Task 4: Finalize Conceptual Design	\$24,602
Task 5: Concept Development/Cost Estimate	\$26,575
TOTAL	\$128,821



This total fee of \$128,821 is a time & materials, not-to-exceed fee including reimbursable expenses. *This includes work for contingent Task 3.7 that will be provided only via written authorization from Client, up to \$4,500.*

Hourly rates

This proposal is based upon the hourly rates outlined below for the current calendar year. If this proposal is accepted or work begun in the following calendar year, our fees will be revised to incorporate the billing rates then in effect. If work continues into subsequent calendar years we reserve the right to revise and update our fees, not to exceed 5% annually.

Principal/Technical Director	\$180.00
Associate Principal	\$160.00
Landscape Architect I.....	\$150.00
Landscape Designer II	\$85.00
Clerical/Administrative	\$75.00
Consultants	Cost + 10%

For subconsultant rates, see attached fee spreadsheet.

Direct Reimbursable Expenses

Project expenses such as mileage, delivery services, printing and reproductions, supplies, and communication are included.

Payment

Invoices are payable on net-30 terms, and Client shall not back charge or withhold payment from Landscape Architect for any charges, costs or expenses without Landscape Architect's specific written consent.

Additional Work

Client agrees to promptly notify Landscape Architect if Client's schedule or budget changes. Client acknowledges that significant changes to the Project or construction schedule or budget or to the Project's scope may require Additional Services of Landscape Architect. Fees for additional work, beyond the scope of work as outlined in this agreement, will be invoiced as provided above, or according to our regular rates in effect at the time. We will notify you before performing additional services.

Plan Processing

GreenWorks, PC will not be responsible for submittals to City or County agencies. GreenWorks, PC will cooperate with the person responsible for obtaining required permits.

Construction

It is understood that we have not been retained or compensated to provide design and construction observation services relating to the methods of operation and/or safety precautions of any construction contractor or subcontractor who may work on the project.

Contract Time Limit

Client accepts this Contract by returning this Proposal signed below to Landscape Architect or by accepting any part of Landscape Architect's performance under this Proposal. Upon acceptance, Client agrees to be bound by the Terms and Conditions printed above. If acceptance fails to occur within 30 days of the date above, this Proposal will be void unless accepted by Landscape Architect. If this proposal meets with your approval, kindly return one signed copy to our office.

Sincerely,



Gill Williams, PLA, ASLA

Principal

GreenWorks, PC

503.222.5612 | gillw@greenworkspc.com



QUALIFICATION BASED REQUEST FOR PROPOSAL (QBS):

Hood River Heights District Urban Design & Engineering Services



December, 2018

- Issued By:** Hood River Urban Renewal Agency,
211 2nd St., Hood River, OR 97031
Will Norris, Finance Director / Assistant City Manager
w.norris@cityofhoodriver.com
- Issue Date:** December 4, 2018
- Response Date:** 5:00pm, Monday, January 14, 2019
- Questions:** Questions can be sent to Will Norris, at
w.norris@cityofhoodriver.com.
- Registration:** Proposers must register with the Hood River Urban Renewal Agency to receive answers to questions sent in the form of addendums. Register by sending the proposer's name and email address where addendums can be received to
w.norris@cityofhoodriver.com

PUBLIC NOTICE
QUALIFICATION BASED REQUEST FOR PROPOSAL
Hood River Heights District Urban Design & Engineering Services

The Hood River Urban Renewal Agency (“Agency”) is requesting sealed proposals from qualified firms or individuals to provide design services including a streetscape design and landscape drawings for the Hood River Heights District. The design work includes preparing preliminary engineering sufficient to calculate order-of-magnitude cost estimates and prioritize construction project(s) in an efficient and expedited manner. The Agency requests sealed proposals from qualified firms or individuals with expertise in public infrastructure engineering, landscape architecture, and streetscape design.

Qualifications and proposals and a separately sealed cost proposal will be received until 5:00pm local time, Monday, January 14th, 2019, at Hood River City Hall at 211 2nd St., Hood River, OR 97031. Proposals will be scored and ranked on a qualification basis, finalists will be asked to interview in person, and The Agency will open the cost proposal of the top ranked proposal and enter into negotiations with the top ranking firm.

No proposal will be considered unless fully completed in a manner provided in the packet. Proposals will not be accepted after the stated due date and time. Any proposal received after the closing time will be returned to the submitting firm unopened after a contract has been awarded for the required services.

The Agency may reject any proposal not in compliance with all public contracting procedures and requirements and may reject for good cause any or all proposals upon a finding of The Agency if it is in the public interest to do so.

PUBLISHED	ORPIN	December 4, 2018
	Hood River News	December 8, 2018
	City of Hood River website	December 4, 2018

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Section 1 - Special Instructions

A. Proposed Timelines

December 4, 2018	Advertisement and Release of Project Packet
December 27, 2018	Deadline for Questions & Protests
	Answers to Questions issued as RFP addendum
	<i>Vendors are encouraged register with The Agency to receive answers provided to other interested vendors.</i>
January 14, 2019	Deadline for Submission of Proposals 5:00pm
Week of Jan. 28, 2019	Interviews
February 1, 2019	Opening of Cost Proposal of Top Firm
Week of Feb. 4, 2019	Negotiation of Contract
February 12, 2019	Award of Contract

B. General

By submitting a proposal, the Proposer certifies that the Proposal has been arrived at independently and has been submitted without any collusion designed to limit competition. The Agency will be the sole judge in determining award of an Agreement and reserves the right to reject all Proposals. The Agency reserves the right to change, cancel, or reissue this RFP at any time. RFP does not obligate the Agency to pay any costs incurred by respondents in the preparation and submission of a proposal nor does it obligate The Agency to accept or contract for any expressed or implied services. The successful respondent must comply with local, state, and federal requirements regarding equal opportunity and employment practices. It is the responsibility of respondents to be aware of these requirements. The successful respondent must complete this request for proposal requirements in full to be considered, be qualified to conduct business in the State of Oregon, and be in good standing with the Secretary of State.

C. Proposal Submittal

The Proposal and all amendments must be signed and submitted no later than 5:00 pm, January 14, 2019, to the address below. A separate Cost Proposal shall be sealed in an envelope and clearly marked "Cost Proposal". This envelope shall be included with the qualifications and work proposal and be submitted in a sealed envelope and designated with proposal title. Proposer must include one (1) original and six (6) hardcopies of their submittal as well as an electronic copy on either CD, thumb drive, or emailed to w.norris@cityofhoodriver.com. Please mark the entire package as follows:

Heights District Urban Design & Engineering Services

Hood River Urban Renewal Agency
Attn: Will Norris, Finance Dir. / Asst. City Manager
211 2nd Street
Hood River, Oregon 97031

Proposer shall put their name and address on the outside of the package and envelope. It is the Proposer's responsibility to ensure that proposals are received prior to the stated closing time. The Agency shall not be responsible for the proper identification and handling of any proposals submitted incorrectly. Late proposals, late modification, or late withdrawals shall not be considered accepted after the stated Proposal Submission Deadline time and date and shall be returned unopened. Proposals submitted in facsimile will not be accepted.

D. Protest of Scope of Work or Terms

A Proposer who believes any details in the scope of work or terms detailed in the proposal packet and sample contract are unnecessarily restrictive or limit competition may submit a protest in writing, to Will Norris, Finance Dir. / Asst. City Manager (w.norris@cityofhoodriver.com). Any such protest shall include the reasons for the protest and shall detail any proposed changes to the scope of work or terms. The Finance Director shall acknowledge any protests and, as deemed appropriate, shall issue any appropriate revisions, substitutions, or clarification via addenda to all registered Proposers.

To be considered, protests must be received at least five (5) days before the proposal closing date. The Agency shall not consider any protest against award due to the content of proposal scope of work or contract terms submitted after the established protest deadline (DATE). All protests should be marked as follows:

RFP Specification/Term Protest

Hood River Urban Renewal Agency
Attn: Will Norris, Finance Dir. / Asst. City Manager
211 2nd Street
Hood River, Oregon 97031

If a protest is received in accordance with the section above, the proposal opening date may be extended if necessary to allow consideration of the protest and issuance of any necessary addenda to the proposal documents.

E. Proposal Submission and Signing

All requested forms and attachments (Business Statement) must be submitted with the Proposal and in the required format. The submission and signing of a proposal shall indicate the intention of the firm to adhere to the provisions described in this RFP.

F. Cost of Preparing a Proposal

The RFP does not commit the Agency to paying any costs incurred by Proposer in the submission or presentation of a proposal or in making the necessary studies for the preparation thereof.

G. Proposer Registration

Potential proposers should register with the Hood River Urban Renewal Agency to receive any issued addenda. Proposers can register by sending an email indicating their interest in the solicitation to Will Norris at w.norris@cityofhoodriver.com. Proposers should provide an email address, including identification of the principle proposer, where addendum may be sent.

H. Interpretations and Addenda

All questions regarding this project proposal shall be directed to Will Norris, Finance Dir. / Asst. City Manager. If necessary, interpretations or clarifications in response to such questions will be made by issuance of an "Addendum" to all prospective Proposers within a reasonable time prior to proposal closing, but in no case less than 72 hours before the proposal closing. If an addendum is necessary after that time, The Agency, at its discretion, can extend the closing date.

Any Addendum issued, as a result of any change in the RFP, will be sent via email to registered proposers. Proposers will be asked to acknowledge receipt by emailed reply. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

I. City's Project Manager

The Agency's Project Manager for this work will be Will Norris, Finance Dir. / Asst. City Manager, who can be reached by email at w.norris@cityofhoodriver.com.

J. Proposal Validity Period

Each proposal shall be irrevocable for a period of sixty (60) days from the Proposal Opening Date.

K. Form of Contract

A sample copy of The Agency's generic professional services agreement is attached in Appendix D. The Agency expects the selected proposer to negotiate and execute a contract identifying the terms, conditions, and scope of work of the agreement to perform the work and method(s) of payment for services and any deliverables.

The contract will incorporate the terms and conditions from the RFP document and the successful proposer's response documents. Unsuccessful negotiation to develop a mutually agreeable contract will result in The Agency proceeding as specified in Section 8.E below.

L. Non-Collusion

Proposer certifies that this proposal had been arrived at independently and has been submitted without collusion designed to limit independent bidding or competition.

M. Public Record

All bid material submitted by bidder shall become the property of the Agency and is public record unless otherwise specified. A bid that contains any information that is considered trade secret under ORS 192.501(2) should be segregated and clearly identified as such. This information will be kept confidential and shall not be disclosed except in accordance with the Oregon Public Records Law, ORS 192. The above restrictions may not include any subsequent cost or price information, which must be open to the public.

Section 2 - Background:

The Heights Urban Renewal District encompasses approximately 96 acres along State Highway 281 in Hood River. The district’s maximum indebtedness, or the limit the on the district’s borrowing, was set at \$8,495,000 when the district was established in 2011 through Ordinance 1999. Redevelopment of the Heights District is guided by an Urban Renewal Advisory Committee that meets monthly.

The Heights district identity is separate and distinct from Hood River’s historic downtown district and waterfront area. The Heights holds a greater diversity of commercial uses than these other districts and has a greater emphasis on catering to the permanent residents of Hood River. The Heights Urban Renewal projects are intended to enhance and improve these characteristics.

After the initial years of accruing tax increment revenues, the Heights District is positioned to make large redevelopment investments. In anticipation of this available funding, several well attended community meetings were held in late 2017 to prioritize the projects identified in the original Hood River Heights Urban Renewal Plan.

Dovetailing on the City hosted events were community driven events, including a “Walkshop” facilitated by Blue Zones, LLC and streetscape demonstration projects as part of an Open Streets event. These community events generated important public input, including new ideas not originally included in the Heights Urban Renewal Plan. The most ambitious of which is modifying traffic flows on State Highway 281.

The Urban Renewal Agency is now soliciting consulting services to inform how to feasibly implement the project priorities given available funding, regulatory processes

<p>2011- Prior Existing Heights UR Plan Projects</p> <ul style="list-style-type: none"> • Water, sewer, stormwater upgrades • Underground utility lines • Parking improvements • Streetscape improvements to develop district identity • Redevelopment assistance to private businesses • Assist in development of housing
<p>2017 - Oct./Nov. Community Input Meeting Priorities</p> <ul style="list-style-type: none"> • Underground utility lines • Create safer street environment for pedestrians, bicyclists and cars including possibly: <ul style="list-style-type: none"> ○ Return to two-way traffic ○ Angled parking ○ Streetscape improvements to develop district identity, such as street lighting, planter boxes, bump outs, pavement treatments.
<p>2018 - Dan Burden Walkshop / Streets Alive Demonstrations</p> <ul style="list-style-type: none"> • Mutually exclusive potential modifications to traffic flow; <ul style="list-style-type: none"> a) Single lanes on 12th/13th b) Return to two-way traffic c) 13th two-way, reduce 12th to single lane • Other streetscape amenities (slip lanes, roundabouts, bump outs, protected bike lanes, etc.) to reduce target vehicle speed to 20mph

specific to State Highway 281, and other technical considerations such as the necessary sequencing of underground utility projects and streetscape enhancements.

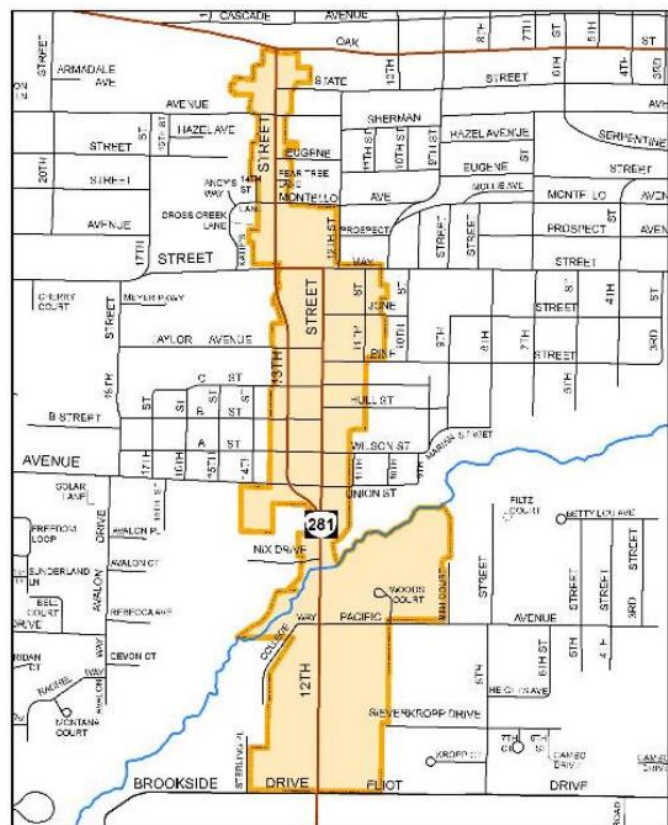
Section 3 – Scope of Services

The area of focus for the project is the Heights Business District, bound approximately by May St. to the north, Belmont St. to the south, 12th street to the east, and 13th street to the west. The project scope includes side streets, alleyways, and may include considerations of land uses and building facades. The project scope may also extend beyond the stated boundaries if appropriate for traffic analyses or safety considerations. A map of the focus area is below. A detailed map of the City’s zoning is available at: <http://ci.hood-river.or.us/maps>. Additional background information on the Heights Urban Renewal District can be found at: <http://ci.hood-river.or.us/uraheightsplan>

While the primary focus area is the business district; consultants should consider relation to the larger urban renewal district particularly in the context of traffic systems that improve safety for pedestrians, cyclists, and drivers. These may include upgraded pedestrian crossings, dedicated bike lanes, and parking revisions.



Heights Business District Urban Renewal Area



The scope of services includes site assessment, synthesis of community input, development of conceptual designs including plan view and roadway sections, public utility facilities, and pedestrian and landscaping amenities. The selected firm or team of consultants will provide urban design, traffic, and civil engineering consulting services as necessary to organize, sequence, and provide cost estimates for the project priorities generated from the 2017 Community Input Meetings, Blue Zone LLC “Walkshop”, and Open Streets demonstration projects as well as any additional public engagement facilitated by the consultants and/or Urban Renewal Advisory Council during this project.

The need for traffic and civil engineering competency as well as experience with ODOT right-of-way, highway design standards, approval processes, and project delivery methods is particularly important for this project. This is due to various capital projects that require breaking ground in and around State Highway 281 (ex. utility undergrounding, storm/water/sewer improvement, & streetscape designs). It will be key to sequence projects to avoid situations like a newly constructed street design being disturbed by planned utility work or extended ODOT approval process delays that alter project plans.

The final project deliverable will be a report on feasible redevelopment implementation alternatives, with project lists, sequencing, timelines, and cost estimates, for the Urban Renewal Advisory Committee to evaluate and for the Urban Renewal Agency to adopt. A successful project will produce an urban design and implementation plan that meets regulatory constraints, carries a plurality of public support, and can be quickly translated into more detailed engineering and project development documents.

Section 4 – Important Consultant Qualifications

The qualifications listed below are intended to emphasize potentially unique qualities necessary for this project. It is not intended to be a comprehensive list of all qualifications. Consultants are also expected to hold any certifications, degrees, and/or licenses customary in their industry or required to complete the project scope. Additional qualifications, such as unique experience or specialized training, relevant to the project but not listed below will also be considered.

- Engineering capabilities necessary to produce 30% design drawings of all plan concepts sufficient to include in engineering and project development documents

- Demonstrated experience developing similar urban plans that have resulted in implemented redevelopment projects
- Familiarity and understanding of the State of Oregon Highway Design Standards Manual (<http://www.oregon.gov/ODOT/Engineering/Pages/Hwy-Design-Manual.aspx>) and Analysis Procedures Manual (<https://www.oregon.gov/ODOT/Planning/Pages/APM.aspx>)

Section 5 – Services and Deliverables to be Provided by Consultant

The principle desired outcome of the project is to develop Heights District redevelopment alternatives with sufficient specificity (cost, timelines, feasibility) in order for the Urban Renewal Advisory Committee to effectively evaluate and recommend a course of action for the Urban Renewal Agency to adopt. The project phases below are suggested to achieve this project outcome. Proposers are invited to offer alternative approaches they believe better meet the desired project outcome and deliverables.

a) Project Scoping.

Review the Heights Urban Renewal Plan and available public input from 2017 community meetings, Blue Zone LLC “Walkshop”, and Open Streets demonstration projects. Conduct a site analysis and collect additional data as necessary. Meet with Agency staff and the Urban Renewal Advisory Committee to finalize project scope, goals, objectives, schedule, and process

Deliverables:

- Post meeting notes summarizing key information.
- Site analysis and assessment report
- Traffic Study
- Ongoing community engagement outline

b) Develop Project Concepts.

- Develop scoring criteria that incorporates a set of both qualitative and quantitative performance metrics to evaluate proposed redevelopment concepts.
- Produce redevelopment concepts for the Heights Business District incorporating community input, with a focus on creating a safer street environment for pedestrians and cyclists, while providing efficient access and parking for the District’s businesses and residences. Redevelopment concepts should be referential to the character of the City of Hood River and especially the

Heights Business District, but may be based on existing successful mixed-use streetscapes found in similar communities

- Conduct stakeholder and community meetings to revise and refine the district concepts with buy in from residents, property and business owners.
- Present preferred design package to the Urban Renewal Advisory Committee in a public forum, receive feedback and edit as necessary.

Deliverables:

- Conceptual designs to include combination of reports draft plans, color renderings, perspectives, plan views and cross sections to a level of detail that clearly demonstrate concepts and intent.
- Public Input report: A brief summary of public input meetings including dates, attendance and results.

c) Finalize Conceptual Design and Planning Level Cost Estimates.

Once chosen design alternatives are selected by the Urban Renewal Advisory Committee, the final redevelopment alternatives will be presented to the Urban Renewal Agency Board for adoption. The final design packages shall include plan views and typical cross sections of pedestrian and bicycle improvements, drainage design, utility improvements, landscaping and lighting plan, parking and street improvements.

Deliverables:

- 3-D Renderings including AutoCAD and pdf electronic file types as well as plan sheets and bound reports of the final project package.
- 30% Engineered Design Concepts/Drawing sufficient for use in development documents.
- Identification of any potential design exceptions, including explanation/justification, to state highway standards included in the design deliverable

Section 6 - Services to be Provided by the Hood River Urban Renewal Agency

The services to be provided by the Hood River Urban Renewal Agency include, but are not necessarily limited to the following:

1. Furnish all reasonable and available records and information including financial reports, budgets, for the Hood River Urban Renewal Agency. Provide copies of the Heights Urban Renewal Plan and Report.
2. Provide all documents and information generated from prior community events prioritizing Heights Business District projects.

3. Provide staff support and assistance as required and agreed to in advance of the study.

Section 7 – Anticipated Project Cost

The budget for this project is flexible and will be influenced by the breadth and quality of the selected proposal. However, it is understood that proposers may need to know a general budget range prior to investing the time needed to develop a full proposal. For this purpose, the City is anticipating the project will cost approximately \$100,000. The final cost will be negotiated with the awarded firm.

Section 8 - Proposal Content and Format:

A. Format

To provide a degree of consistency in review of the written proposals, firms are requested to prepare their proposals in the standard format specified below.

1. Title Page

Proposer should identify the RFP Title, name and title of the proposer's contact person, address, telephone number, fax number, email address, and date of submission.

2. Transmittal Letter

The transmittal letter should be not more than two (2) pages long and should include as a minimum the following:

- i. A brief statement of the Proposer's understanding of the project and services to be performed;
- ii. A positive commitment to perform the services within the time period specified, starting and completing the project within the deadlines stated in this RFP; and the names of persons authorized to represent the Proposer, their title, address, and telephone number (if different from the individual who signs the transmittal letter).

3. Table of Contents

The table of contents should include a clear and complete identification by section and page number of the materials submitted.

4. Firm and Project Team Qualifications

- i. Background of the firm. This should include a brief history of the firm and types of services the firm is qualified to perform.
- ii. Qualifications of the firm in performing this type of work. This should include examples of related experience and references for similar studies and projects.
- iii. Proposers must identify the key members of their firm that will be assigned to meet the work scope and timelines. Proposers should identify individuals and subcontractors who will provide the services, their experience, their individual qualifications, and their roles throughout the project. Resumes of key personnel shall be included.
- iv. Proposers are encourage to provide details on the firm's and team member's experience. Identify sub-contractors, if sub-contractors are proposed, by name and list key personnel assigned to the project.
- v. Firms should also provide details on their firm's or any project team member's previous experience with the Agency.
- vi. References
- vii. Provide references for projects similar to the work described in this QBS packet that the firm has performed in the past 10 years. List contact name, address, phone number, fax number, and e-mail address for each reference and provide a brief description of the project. The Agency reserves the right to investigate the references and the past performance of any applicant with respect to its successful performance of similar projects, compliance with specifications and contractual obligations, and its completion of a project on schedule.

5. Project Understanding and Approach

Proposers should detail their understanding of the Agency's needs and the approach they will take to ensure successful completion of the project, from vision to concept, and why they feel the approach will provide the best outcome for the Agency. At minimum, project approach shall include a general schedule of meetings, milestones, and deliverables and who from the proposed project team will address each step. The Agency encourages proposers to include details on their firm's experience on project management from a perspective of a prime consultant. Proposers should detail how their firms will address the scope challenges of the

project that may delay segments of projects. Proposers should also detail how their firm will address quality control throughout the project.

6. Project Samples

Provide at least three (3) project samples comparable to the requested services performed by the firm within the last ten (10) years. For the sample projects-

- i. Describe the sample project's relevance to the Agency's project, including descriptions of how any outstanding issues and project constraints were addressed and resolved, and how work on the previous project illustrates ability to deliver desired outcomes on this project.
- ii. Include a brief description of project goals, infrastructure type, annual revenue received, duration and objectives; a list of key project staff and their roles; tasks performed by the firm to fulfill the project objectives; and whether the schedule and budget were met.
- iii. Include one (1) reference contacts for each project with valid contact information.

7. Cost Proposal

Proposers shall submit a separate cost proposal outlining hourly rates, estimated hours to complete the work and a "not to exceed" cost to complete this work. This information should be placed in a separate sealed envelope marked "Cost Proposal". This envelop will only be opened if negotiations are to occur with the selected firm.

B. Additional Services

Provide a brief description of any other services that your firm could provide The Agency. Such services would be contracted for on an "as needed" basis likely via an amendment to the contract so long as not drastically altering the scope of work.

C. Additional Information

Please provide any other information you feel would help the Selection Committee evaluate your firm for this project.

D. Disputes

Should any doubt or difference of opinion arise between the Agency and a Proposer as to the items to be furnished hereunder or the interpretation of the

provisions of this RFP, the decision of the Agency shall be final and binding upon all parties.

E. City Personnel

No Officer, agent, consultant or employee of the Agency shall be permitted any interest in the contract.

F. Proposal Length

The total submittal shall not exceed 15 sheets printed front and back (30 pages at print). Forms that are to be completed as part of this proposal are not included in this count.

Section 9 - Proposal Evaluation Procedures

A. A Selection Committee assembled by the Agency will review the written proposals. Proposals will be evaluated to determine which ones best meet the needs of the Agency. After meeting the mandatory requirements, the proposals will be evaluated on their technical aspects. The Selection Committee will select the Proposer which best meets The Agency's needs based upon its evaluation of a Proposer's proposal, presentation/interviews, and references. Proposals will be evaluated in accordance with the following:

Criteria	Weight
Proposal submitted on time and complete	Pass/Fail
An original plus six (6) copies of the complete proposal	Pass/Fail
Demonstrated experience developing local redevelopment plans that encompass State of Oregon Highways.	Pass/Fail
Consultant's understanding of the Agency's desires, approach to the project as demonstrated in the project description and scope of work, and ability to perform.	30 pts
Consultant's successful experience with projects of similar complexity and function.	20 pts
Demonstrated ability of the Consultant to perform high quality work, to control costs and to meet schedules.	20 pts
Qualifications of the Consultant's staff, and/or staff of sub-contractors, being assigned to this project.	25 pts
Unique or special capability.	5 pts
TOTAL	100 pts

B. Presentation/Interview

At the option of the Agency, the top two or three Proposers may be required to make a presentation of their proposal. This will provide an opportunity to clarify or elaborate on the proposal. The project manager will schedule the time and location of these presentations (if necessary) and notify the selected firms.

C. Investigations of References

The Agency reserves the right to investigate references and the past performance of any Proposer with respect to its successful performance of similar projects, compliance with specifications and contractual obligations, its completion or delivery of a project on schedule, and its lawful payment of employees and workers.

D. Clarification of Proposals

The Agency reserves the right to obtain clarification of any point in regards to a proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a Proposer to respond to such a request for additional information or clarification in a timely manner could result in rejection of their proposal.

E. Negotiations with Top Ranked Firms(s)

Upon review of the proposals submitted and ranking the firms based on the aforementioned criteria, the Agency will open the sealed cost proposal and enter into negotiations with the top ranked firm. If the Agency and the top ranked firm - are unable after good faith negotiations to agree to a price, the Agency will move to the second ranked firm, open the sealed cost proposal, and enter into negotiations. The process shall repeat until either the Agency and a firm come to an agreed upon price or the Agency determines the project unfeasible at this time and elects to re-scope and resolicit the work.

F. Proposal Rejection

The Agency reserves the right to:

- a. Reject any or all proposals not in compliance with all public procedures and requirements;
- b. Reject any proposal not meeting the specifications set forth herein;
- c. Waive any or all irregularities in proposals submitted;
- d. Reject all proposals;
- e. Award any or all parts of any proposal; and
- f. Request references and other data to determine responsiveness.