



PORT OF HOOD RIVER COMMISSION

AGENDA

Tuesday, July 11, 2023

Port Conference Room

1000 E. Port Marina Drive, Hood River

1. Call to Order
 - a. Modifications, Additions to Agenda
 - b. Oaths of Office – Commissioners Tor Bieker and Kristi Chapman (*Patty Rosas, Page 3*)
 - c. Election of Officers (*Genevieve Scholl, Page 5*)
 - d. Public Comment (5 minutes per person per subject; 30-minute limit) (*Written public comment received, Page 7*)
2. Consent Agenda
 - a. Approve Minutes from the June 20, 2023 Regular Session and Budget Hearing (*Patty Rosas, Page 9*)
 - b. Approve Reappointment of Columbia River Insurance as Insurance Agent-of-Record for FY 2022-23 (*Genevieve Scholl, Page 13*)
 - c. Approve Reappointment of Pauly Rogers and Company, P.C. as Auditor for FY 2022-23 (*Genevieve Scholl, Page 13*)
 - d. Approve Amendment No. 4 to Contract with HNTB for Consulting Services Related to Bridge Replacement (*Kevin Greenwood, Page 15*)
 - e. Approve Addendum No. 1 to Lease with Columbia Gorge News in the Marina Park #2 Building (*Greg Hagbery, Page 93*)
 - f. Approve Insurance Policy with CHUBB for Hood River White Salmon Bridge Authority (*Debbie Smith-Wagar, Page 97*)
 - g. Approve Accounts Payable to Campbell Phillips in the Amount of \$17,044.50 (*Debbie Smith-Wagar, Page 109*)
3. Informational Reports
 - a. Bridge Replacement Project Update (*Michael Shannon, Page 113*)
4. Presentations & Discussion Items
 - a. Commissioner Committee Assignments (*Genevieve Scholl, Page 123*)
 - b. City of Hood River Westside Urban Renewal District, Abigail Elder (*Kevin Greenwood, Page 129*)
5. Executive Director Report (*Kevin Greenwood, Page 241*)
6. Commissioner, Committee Reports
7. Action Items
 - a. Approve Contract with KPFF for AE/Design Contract for E. Anchor Way/N. First St. Project (*Greg Hagbery, Page 267*)

- b. Approve Task Order No. 3 to the Professional Services Agreement with Precision Approach Engineering (PAE) for Consulting Services for the Fuel Tank Project at the Ken Jernstedt Airfield *(Greg Hagbery, Page 301)*
- c. Approve Resolution No. 2023-24-1 Authorizing Toll Increase to Fund Hood River-White Salmon Bridge Authority *(Michael Shannon, Page 305)*

8. Commission Call

9. Confirmation of Commission Directives to Staff

10. Executive Session - If necessary, an Executive Session may be held in accordance with: ORS 192.660(2)(a) – Employment of Public Officers, Employees & Agents, ORS 192.660(2)(b) – Discipline of Public Officers & Employees, ORS 192.660(2)(d) – Labor Negotiator Consultations, ORS 192.660(2)(e) – Real Property Transactions, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection, ORS 192.660(2)(g) – Trade Negotiations, ORS 192.660(2)(h) - Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(i) – Performance Evaluations of Public Officers & Employees, ORS 192.660(2)(j) – Public Investments, ORS 192.660(2)(n) –Security Programs, ORS 192.660(2)(n) – Labor Negotiations.

11. Possible Action

12. Adjourn

If you have a disability that requires any special materials, services, or assistance, please contact us at 541,386,1645 so we may arrange for appropriate accommodations.

*The chair reserves the opportunity to change the order of the items if unforeseen circumstances arise. The Commission welcomes public comment on issues not on the agenda during the public comment period. With the exception of factual questions, the Commission does not immediately discuss issues raised during public comment. The Commission will either refer concerns raised during public comment to the Executive Director for a response or will request that the issue be placed on a future meeting agenda. People distributing copies of materials as part of their testimony should bring **10 copies**. Written comment on issues of concern may be submitted to the Port Office at any time.*

**PORT OF HOOD RIVER
OATH OF COMMISSIONER**

STATE OF OREGON)
)ss.
County of Hood River)

I, KRISTI CHAPMAN, do solemnly swear that I will support the Constitution and laws of the United States of America and the State of Oregon, and will execute the duties of the office of Commissioner of the Port of Hood River to which I have been elected.

Kristi Chapman

Subscribed and sworn to before me on this 11th day of July, 2023

Patty Rosas
Notary Public for Oregon
My Commission Expires _____

**PORT OF HOOD RIVER
OATH OF COMMISSIONER**

STATE OF OREGON)
)ss.
County of Hood River)

I, TOR BIEKER, do solemnly swear that I will support the Constitution and laws of the United States of America and the State of Oregon, and will execute the duties of the office of Commissioner of the Port of Hood River to which I have been elected.

TOR BIEKER

Subscribed and sworn to before me on this 11th day of July, 2023

Patty Rosas
Notary Public for Oregon
My Commission Expires _____

Commission Memo



Prepared by: Genevieve Scholl
Date: July 11, 2023
Re: Election of Officers for FY2023-24

Port Governance Policy requires the election of officers at the first meeting in July, or at a subsequent meeting at the discretion of the Commission.

Officers elected for FY 2022-23 were:

President – Ben Sheppard (second term)
Vice President – Kristi Chapman
Secretary – Mike Fox
Treasurer – Heather Gehring

RECOMMENDATION: Staff recommends the Commission make nominations and hold elections for Commission officers for FY 23-24 during the July 11 meeting.

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From: [jim stavish](#)
To: [Genevieve Scholl](#)
Subject: The hook
Date: Thursday, June 29, 2023 12:15:45 PM

I never use the event site parking. But I do use the boat launch and the hook. Please add the hook to the pass. ASAP

Sent from my iPhone

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THESE MINUTES ARE NOT OFFICIAL until approved by the Port Commission at the next regular meeting.

Regular Session

PRESENT: Commissioners: Ben Sheppard, Kristi Chapman, Mike Fox, Heather Gehring (Arrived 5:03 p.m.) and Hoby Streich. **Legal Counsel:** Kristen Campbell. **Staff:** Kevin Greenwood, Genevieve Scholl, Debbie Smith-Wagar, Greg Hagbery, and Patty Rosas. **HNTB:** Michael Shannon, and Jessica Pickul. **Guests:** Lorri Epstein, Jenna Boivin, Robin Clark, Mark Libby, and Jeff Helfrich.

ABSENT: Daryl Stafford, and Ryan Klapprich.

MEDIA: None

1. CALL TO ORDER: President Ben Sheppard called the meeting to order at 5:00 p.m.

a. **Modifications or additions to the agenda:**

1) Remove Action Item 7(a) – Resolution 2022-23-18

b. **Open Public Hearing on Toll Increase Resolution** – President Sheppard opened the public hearing at 5:01 p.m.

c. **Public Comment:**

1) **Lorri Epstein**, Columbia River Keeper, provided a brief overview of their bacteria monitoring program. There are several sites along the waterfront that are tested every week throughout the summer for current water quality conditions. Results are then shared on the Swim Guide website.

2. CONSENT AGENDA:

a. Approve Minutes from June 6, 2023 Regular Session

b. Approve Resolution 2022-23-17 Setting Rates, Fees, and Charges

c. Approve Contract Renewal with Radcomp for IT Services

d. Approve Contract with Wiss, Janey, Elstner Associates for Wire Rope Project Management

e. Approve Task Order 9 with PSquare for Electronic Tolling System Services Not to Exceed \$214,013

f. Approve Lease Agreement and Helicopter Agreement with Cloud Cap, Inc. at the Wasco Building and the Airport

Motion: Move to approve consent agenda

Move: Mike Fox

Second: Kristi Chapman

Discussion: None

Vote: **Aye:** Ben Sheppard, Kristi Chapman, Hoby Streich, Mike Fox, and Heather Gehring

Absent: None

MOTION CARRIED

3. INFORMATIONAL REPORTS: None

4. PRESENTATIONS & DISCUSSION ITEMS:

a. **Bridge Authority Toll Increase Public Input Summary** – Jessica Pickul, JLA, summarized the results from public input regarding the toll increase. Pickul noted that 143 people attended the White Salmon Open House event, and 28 attended the Hood River Open House. There were also 1080 participants online. Pickul highlighted some of the questions that participants had about bridge

replacement funding and use of tolls in the past. As well as suggestions for other tolling alternatives. Overall, there was overwhelming support for tolling Option 1.

- b. **Representative Jeffrey Helfrich Update:** Rep. Helfrich announced that he was able to secure \$20 million from Oregon for the Hood River-White Salmon Bridge Replacement project. The Commission thanked Rep. Helfrich for his efforts in securing the funds. Rep. Helfrich invited everyone to attend the Town Hall on June 27. Several topics including the Bridge Replacement project will be discussed.
 - c. **Close Public Hearing on Toll Increase Resolution** – Kevin Greenwood, Executive Director, noted that a draft toll increase resolution was included in the packet for the Commissions review. The final resolution will be approved at the July 11 Board meeting. President Sheppard closed the public hearing at 5:26 p.m.
5. **EXECUTIVE DIRECTOR REPORT:** Greenwood commented that the Committee Membership roster was handed out to the Commission for their consideration. Commissioners will decide in July as to who will take part in each committee. Greenwood noted that the Hood River-White Salmon Bridge Authority (HRWSBA) members will be selected today June 20. Greenwood added that Mark Libby will be managing the Underwater Pier Repair project and the Miscellaneous Truss Repairs project. Libby was available for questions. Commissioner Fox commented that this was a learning opportunity for Ryan Klapprich, Facilities Manager, and encouraged Libby to guide Klapprich on what to look for when overseeing these types of projects.
6. **COMMISSIONER, COMMITTEE REPORTS:**
- a. **Airport Advisory Committee (AAC)** – Greg Hagbery, Development/Property Manager, noted that at the last AAC meeting the Committee discussed the ability for vehicles to park in their tie down area when their aircraft is being used. This has caused some issues with transient aircraft. Hagbery is working with the airport Fixed Base Operator (FBO) on this issue. Hagbery also noted that on June 24 and 28 the Glider Club is doing a youth summer camp and is anticipating more noise complaints. Next meeting is scheduled for August 17.
7. **ACTION ITEMS:**
- a. **Approve Resolution 2022-23-18 Establishing an A/R Aging Risk Mitigation Policy** – Commissioner Hoby Streich suggested that staff also follow up at 45 days on late accounts before legal action takes place. No action was taken on Resolution 2022-23-18.
 - b. **Approve Resolution 2022-23-19 Authorizing All-Electronic Tolling Operations 10:00PM – 6:00AM All Days.** Debbie Smith-Wagar, Finance Director, summarized some of the advantages and disadvantages of the All-Electronic Tolling (AET) program. A report was provided in the packet indicating that the AET program saved money for the Port of Hood River (“Port”). Smith-Wagar noted that overall, the AET program ran smoothly.

Motion:	Move to Approve Resolution 2022-23-19 Authorizing All Electronic Tolling Operations 10:00PM – 6:00AM All Days.
Move:	Kristi Chapman
Second:	Hoby Streich
Discussion:	None

Vote: **Aye:** Ben Sheppard, Kristi Chapman, Hoby Streich, Mike Fox, and Heather Gehring
Absent: None

MOTION CARRIED

8. COMMISSION CALL:

- a. **Recognition of the Services of Commissioner Hoby Streich (2002-2023)** – Commissioners and staff honored Commissioner Streich for his 21 years of service to the Port district constituency. Commissioner Streich was presented with a resolution permanently naming The Hoby Streich Hangar at the Ken Jernstedt Airfield.

Motion: Move to Approve Resolution 2022-23-18 Naming the Hoby Streich Hangar at the Ken Jernstedt Airfield, Hood River, Oregon.

Move: Kristi Chapman

Second: Mike Fox

Discussion: None

Vote: **Aye:** Ben Sheppard, Kristi Chapman, Hoby Streich, Mike Fox, and Heather Gehring
Absent: None

MOTION CARRIED

9. CONFIRMATION OF DIRECTIVES:

- a. Mark Libby to mentor Ryan Klapprich during the Miscellaneous Truss Repairs project on what to look for while overseeing these types of projects.

10. EXECUTIVE SESSION: None

11. POSSIBLE ACTION: None

12. ADJOURN: The meeting was adjourned by unanimous consent at 6:00 p.m.

ATTEST:

Ben Sheppard, President

Michael Fox, Secretary

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Commission Memo



Prepared by: Genevieve Scholl
Date: July 11, 2023
Re: Annual Reappointments – Legal Counsel, Auditor, Insurance Agent of Record

Legal Counsel Reappointment -- Section 15 of the Port’s Governance Policy states an attorney shall be selected by the Commission and that the adequacy and cost/benefit of legal counsel shall be reviewed every five years (or fewer if circumstances so dictate). The Commission approved a Legal Services Agreement with Campbell Phillips at the November 15, 2022 meeting and this Agreement is valid until terminated by either party. No action is required at this time to reappoint Jaques.

Auditor Reappointment -- Section 16 of the Governance Policy states an auditor shall be selected and appointed by the Commission and retained on a yearly retainer fee; and that the adequacy and cost/benefit of the auditor shall be reviewed every five years or fewer if circumstances dictate. Pauly Rogers and Company, P.C. was retained in 2012 to audit the Port’s financial statements for the fiscal years ending June 30, 2012 through June 30, 2014, with options to audit financial statements for each of the three subsequent fiscal years. This reappointment provides an opportunity for the Commission to have a discussion with staff regarding audit services that are provided to the Port. Action to reappoint Pauly Rogers and Company, P.C. as the Port’s audit firm for FY 2023-24 is recommended.

Insurance Agent of Record Reappointment – Section 17 of the Governance Policy states an Insurance Agent(s) of Record shall be selected and appointed by the Commission. The section further states that Requests for Proposals (“RFP”) shall be solicited every five years. Columbia River Insurance (“CRI”) has served as the Port’s insurance agent for many years. During this fiscal year, the Commission will need to consider giving direction to the Executive Director and/or the President regarding an RFP solicitation. Until that direction is received, staff recommends reappointing CRI as the Port’s insurance agent for FY 2023-24.

RECOMMENDATIONS:

1. Approve reappointment of Columbia River Insurance as Insurance Agent-of-Record for FY 2023-24.
2. Approve reappointment of Pauly Rogers and Company, P.C. as Auditor for FY 2023-24.

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Commission Memo



Prepared by: Kevin Greenwood
 Date: July 11, 2023
 Re: RBMC Amendment No. 4

HNTB has been developing a three-year working plan over the last several months with oversight by the Bi-State Working Group. The Replacement Bridge Management Contract (RBMC) was amended three times during Fiscal Year 2022-23. RBMC Amendment No. 4 looks to detail the work to be done during Fiscal Year 2023-24.

The original contract and first three amendments totaled \$5,478,111, but \$1,825,104 of that contract authority was not spent. For Fiscal Year 2023-24, HNTB is estimating the updated scope of work to total \$6,732,139 for a total contract of \$10,385,146. The contract underrun would be applied to the FY 23-24 work for an Amendment No. 4 contract amount of \$4,907,035.

RBMC PROGRESSION

Original	\$1,739,907.28
Am. #1	\$2,534,069.46
Am. #2	\$1,204,133.96
Am. #3	\$0.00
FY2223 Contract	\$5,478,110.70
FY2223 Reconciliation	(\$1,825,104.11)
FY2324 Scope	\$6,732,138.93
Am. #4	\$4,907,034.82

Exhibit A of Amendment No. 4 includes the Detailed Work Plan. A summary of the Work Plan extends the existing functions of key tasks in the original contract such as Project Management, Grant Oversight and Development, Project Controls, Communications, Engineering, Regulatory Compliance and Tribal Agreements and Right of Way. Amendment No. 4 allows for the completion of Geotechnical Exploration and the full procurement of a Progressive Design Build (PDB) Team. It adds scope and budget for the onboarding of additional engineering, administration, contracting, and quality verification staff in preparation for the oversight of the PDB contract and supporting the Bridge Authority. It adds scope for the development of the project's TIFIA loan, preparation of the procurement of an Investment Grade Traffic and Revenue Consultant and the development of an updated Project Cost Estimate and Risk Register.

Exhibit B of Amendment No. 4 shows the Year 2 Cost Estimate and the Year 1 Cost Reconciliation by Task Category and Description.

Staff hired ARUP engineering to serve as an independent reviewer of HNTB's scope and cost proposals, provided feedback, developed questions, and helped facilitate a better understanding of the level of effort on certain task descriptions.

In early June, Port staff received the HNTB proposal and reviewed with ARUP's cost estimating team. Arup provided an initial memo summarizing assumptions and findings from review with Commissioner Fox and staff. On June 21, comments were clarified by HNTB and sent back to ARUP and a series of questions were developed for response by HNTB. Those questions and answers are included in a final memo that is attached to this staff report.

ARUP noted that the “level of effort proposed by the RBMC consultant is generally consistent with the expectations for the required scope of work.”

This amendment is eligible for reimbursement from all grant/appropriation funds.

RECOMMENDED ACTION: Authorize signing Amendment No. 4 with HNTB for project management services including a reallocation of unused funds for a new allocation not to exceed \$6,732,139.

By email

July 5, 2023

Kevin Greenwood, Executive Director
Port of Hood River
1000 E Port Marina Drive
Hood River, OR 97031
kgreenwood@portofhoodriver.com

Our ref 287474-00
Our ref 287474-00

Dear Mr. Greenwood,

Hood River Bridge - Owner's Engineer Break of Cost – RBMC Amendment 4

The Port of Hood River (“Port”) contracted with Arup US, Inc. (“Arup”) to provide services for use in the technical evaluation of the procurement of the Project Manager and Owner’s Representation service (“PM/OR”) for the replacement of the Hood River-White Salmon Bridge (“Project”). HNTB was previously selected to act as the Replacement Bridge Management Consultant (“RBMC”) for the project.

Under this agreement, Arup reviewed the cost and hours build-up for Amendment 4 to the RBMC Contract. The Work Plan and Cost Proposal provided by HNTB covers the next three years of the RBMC contract. The budget for the RBMC role will be allocated on a yearly basis, and as such Amendment 4 provides budget for July 2023- June 2024. The Port provided the following documents for review by Arup which served as the basis of understanding of the scope of work:

- Detailed Work Plan prepared by HNTB for the RBMC role, covering the next three years of the RBMC contract (*Detailed Work Plan POHR_HNTB_BRMC_Amendment_4_Draft_v1_CLEAN.pdf*, received June 6, 2023).
- Hours and Cost Proposal from HNTB, including hours proposed for all proposed staff per task and other direct costs (*RBMC_Amendment_4_3YR_Estimate_20230605_NoNames.xlsx*).

Arup and the Port met on June 14, 2023 to discuss the scope of Amendment 4. During this meeting the following was discussed: high-level review of the proposed hours and scope expectations for the three-year program, ODOT approval of rates and overheads, and the focus during FY2023-24 to complete the RFP and evaluations for the progressive-design-build procurement. HNTB’s cost estimate for this scope of work was peer reviewed and the findings were reported by Arup to the Port on June 21, 2023, including a list of comments on HNTB’s Work Plan. The comment log was issued to HNTB through the Port, and comment responses from HNTB were received on June 28, 2023. The comments and responses are presented in Exhibit A.

Our ref

28747400

Date

July 5, 2023

We write to report that the level of effort proposed by the RBMC consultant is generally consistent with the expectations for the required scope of work. We note that the RBMC contract value is trending above average when compared to the value of similar owner's engineer contracts versus the estimated total project construction cost. However, there is no standard cost of an owner's engineer role, and the effort varies based on the needs of the owner and complexity of the project. We acknowledge that the RBMC on this project requires additional roles typically found within large transportation agencies, such as standard agency contracting and engineering departments. As such, the above-average RBMC contract value can largely be explained by the expanded scope but should continue to be monitored as the project progresses.

The following exhibits have been enclosed in this letter in support of the findings:

- Exhibit A – Comment Responses and Reconciliation – RBMC Amendment 4

We appreciate the opportunity to support the Port in the advancement of this project.

Yours sincerely

Matt Carter

Principal | Arup Fellow

p +1-917-565-7297

e matt.carter@arup.com

Enc Comment Responses and Reconciliation – RBMC Amendment 4

cc Mike Fox, Port of Hood River
Jennifer Sudario, Arup
Kirk Ellison, Arup
Eric Brunning, Arup

Exhibit A - Comment Responses and Reconciliation – RBMC Amendment 4

Review of RBMC Amendment 4 – Comment Tracking

No.	Original Comment	HNTB Response	Disposition
1	<p><u>General: Billing Rates</u></p> <p>Please confirm that direct salary rates and billing rates listed in the proposal have been approved by ODOT.</p>	<p>Yes, the rates provided are actual billing rates used to establish our DSR or Direct Salary Rate with ODOT. These rates reflect current actual hourly salary rates for the individuals listed under each classification. Direct Salary Rates (DSR) were used to develop either Negotiated Billing Rates (NBR) or Escalated Salary Rates (ESR). Each firm on HNTB's team will provide their latest ESR to the PORT.</p>	<p>Closed.</p> <p>Response addresses comment.</p>
2	<p><u>General: Staff 87 Hours Allocation</u></p> <p>Staff ID 87 has more than full time hours allocated in FY23-24 (approximately 2300 hours). Please correct and/or balance the hours allocation.</p>	<p>Hours for FY23-24 have been reduced to 1 FTE.</p>	<p>Closed.</p> <p>Response addresses comment.</p>

Review of RBMC Amendment 4 – Comment Tracking

No.	Original Comment	HNTB Response	Disposition
3	<p><u>Task 1.1.6 – General Project Management</u></p> <p>This task has a significant number of hours and budget with no defined scope or roles. In FY23-24, there are 3351 hours and \$562,902 budgeted to this task, or approximately 1.6 FTEs. Please clarify the activities and roles for staff assigned to this subtask.</p>	<p>General Project Management includes hours for the following staff:</p> <p>Project Coordinator (Document Control Lead) The project is bringing on a full time Project Document Control lead who will maintain all documents on the project, setting up our document control procedures, and managing the file structure as well as project files. This person will also be supporting the implementation and use of Autodesk Construction Cloud and associated workflows related to document control.</p> <p>Project Controls Lead - Scope includes support for Project Manager in general project meetings with key stakeholders, elected officials and agencies developing external material for communicating on scope schedule and budget for the project.</p> <p>Administrative Assistant HNTB - The project team has been doing a large majority of their own administrative functions, but as the project ramps up and additional funding is becoming available, the team is looking to add a local hire to serve as the full time Project Office Admin that will be onsite in the project office. 50% of their time is allocated here. This position will support our team as well as managing the PM’s calendar, meetings, agendas, minutes, travel, coordination and also supporting the new Authority board members with travel, expenses, and misc tasks.</p> <p>Project Manager HNTB – Project Manager’s time is allocated here for general tasks in support of the project team, misc meetings, events and coordination activities both internally and externally on the project.</p> <p>General SME support for PDB _ HNTB – Time for SME in the first year in support of the PDB. This is for our subject matter expert to have availability to support with his national experience on Progressive Design Build Projects. This time could be adjusted to assume a reduced level of support.</p> <p>This task also includes time and scope for the Civil and Structure team leads to act as deputy project managers and assist in the coordination with the project team, agencies, stakeholders, WSDOT/ODOT and FHWA.</p> <p>It also includes time for a tech editor to provide general as needed project support with the development of letters, flyers, support documents need in the communication with external partners.</p>	<p>Closed.</p> <p>Response addresses comment.</p>

Review of RBMC Amendment 4 – Comment Tracking

No.	Original Comment	HNTB Response	Disposition
4	<p><u>Task 1.5 Contract Administration</u></p> <p>Providing 1 FTE for Contract Administration, in addition to 2+ FTE for Project management, appears excessive. This Amendment substantially increases the budget for this task versus the first year of the RBMC Contract.</p>	<p>This task includes following staff</p> <p>The remaining 50% of the Project Administration Staff that is also included under 1.1.6.</p> <p>Includes time for a Project Administrator for the anticipated level of effort of managing the current Owners Rep Contract as well as the addition of a PDB Contract. This also brings the person to the office 2 days a week in anticipation of the increased level of effort associated with the more formal reporting of the internal contract measures in coordination with the project control team. Because of the unique nature of this owner and minimal agency support provided this position will act as the agency contracting department normally found on projects of this size under larger agencies</p> <p>Project Manager was not full-time on the project for the beginning of the first-year contract and time was allocated along multiple tasks as task were being established. This amendment consolidates PM time to Task 1.</p> <p>A full-time project administrative assistant was not brought on to the project and is now fully estimated under Task 1 wiht 50% here and 50% in general project management. A number of these functions were be performed by the team. As funding has been secured the need for a full-time project admin is necessary for the efficiency of project staff.</p>	<p>Closed.</p> <p>Response addresses comment.</p>
5	<p><u>Task 2.5.1 Independent Cost Estimate</u></p> <p>There are more than 20 staff members with hours assigned to this task during a 3-month period, with the majority allocated 1 to 2 days per month or less. The number of staff charging to this task appears excessive.</p>	<p>The 3 Year Workplan assumes 5 ICEs: 1 during Phase 1A, and at 30%, 60%, 90%, and 100% design (100% estimate may fall outside the 3-year window). Each ICE requires participation from many SMEs for specific estimate elements and collaborative workshop reviews. It is anticipated that each estimate will cover roughly a three-month period and is a critical component of validating the project as part of a progressive design build contract.</p>	<p>Closed.</p> <p>Response addresses comment.</p>

Review of RBMC Amendment 4 – Comment Tracking

No.	Original Comment	HNTB Response	Disposition
6	<p><u>Task 4.3.1 Quality Verification</u></p> <p>A) This task in the work plan is described as verification of the CONSULTANT's quality process. Amendment 4 more than doubles the budget for this activity versus the first year of the RBMC contract. Are these hours intended to be assigned to Task 4.4 as described in the written work plan for Quality Oversight of the Design-Builder?</p> <p>B) If the hours are intended to be allocated to Task 4.4, the scope of activities should be more clearly defined in the written work plan. Staffing indicates approximately 1 FTE for this effort, with Senior Construction Admin and Senior Envir. Scientist staff titles assigned to this task. The scope should reflect the role of staff with these titles.</p>	<p>Task 4.3.1 in the scope estimate is inclusive of both Task 4.3 (Program Subconsultant QA) and Task 4.4 (PDB Quality Verification) work described in the Detailed Work Plan. We will modify the scope to clarify that the estimate reflects this. If additional clarification is needed in the scope, we could also revise the Deliverable/Task to be</p> <p>Deliverable/Task: 4.3.1. QA Audits 4.3.2. QA Log 4.3.3. Documentation of QA activities</p> <p>The Senior Construction Admin and Senior Environmental Scientist classifications were chosen primarily because they most closely match Akana's ODOT Escalated Salary Rate Schedule for the individual in question.</p> <p>The classifications are not necessarily specific to the work being performed.</p>	<p>Closed</p> <p>Response and proposed scope changes addresses comment.</p>
7	<p><u>Task 7.1 Financial Planning / Modeling & Scenarios</u></p> <p>The hours assigned to task 7.1 seem high. The "PC" group has a significant number of hours to this task (~960 hours in FY2023-24). How does this effort differ from the finance, reporting, and cost tasks in Task 5 (~770 hours)?</p>	<p>The PC Group provides Sources and Uses planning and cashflows to support the development of the Initial Financial Plan and Annual Updates. Moreover, the PC Group will provide similar support for the TIFIA Loan application and agreement. In summary, Task 7 contains more of the long-term funding and cashflow planning; Task 5 covers short-term planning and reporting of uses against secured sources.</p>	<p>Closed</p> <p>Response addresses comment.</p>
8	<p><u>Task 11.1.1 Preliminary Engineering and Task 13.3.1 PDB Request for Proposal</u></p> <p>There are more than 1000 hours assigned to Task 11.1.1 for development of technical criterial, and an additional 1300 hours assigned to engineering group (ENG) staff for development of the RFP. The allocation of hours to these tasks appears repetitious, and the hours for these combined tasks appears to be excessive. Please clarify the scope of each task and confirm there is no overlap between the activities in these two tasks.</p>	<p>Task 11.1 was set up for the development of resource and reference documents that will be provided as part of the RFP from the multiple discipline leads on the project. This material would be items typically provided by an agency but will need to be provided by our contract as part of the RFP. This may include reports, data, summary information of reports coordination and consolidation of information from agency partners like WSDOT/ODOT/FHWA.</p> <p>Task 13.3.1 is scope for the actual writing of the section of the RFP and define the scope of the Phases 1A, 1B and 2 as well as describing deliverables, meetings and coordination required. It also includes interdisciplinary coordination of the RFP elements with the contract elements and scoring and evaluation criteria being developed.</p>	<p>Closed</p> <p>Response addresses comment.</p>

Review of RBMC Amendment 4 – Comment Tracking

No.	Original Comment	HNTB Response	Disposition
9	<p><u>Task 14.1 Design Oversight</u></p> <p>This task mobilizes several staff in April 2024 (approximately 5 FTEs) at the start of the design stage. A phased transition should be considered when the Design-Builder’s design submittal schedule is known.</p>	<p>The PDB will be selected in early 2024 and under contract by March 31, 2024. One could assume that the phased transition starts after the PDB is selected with collaborative kickoff workshops starting in Spring 2024. However, we acknowledge that the full budget for this task element may not be needed in the first three months of work of this fiscal year.</p> <p>The oversight needed for the PDB team will be dependent on the quality of the PDB Team procured and the coordination required with WSDOT, ODOT and FHWA. This task needs monitored an adjusted as the project progresses.</p>	<p>Closed</p> <p>Response addresses comment.</p> <p>We agree that RBMC should monitor and right-size the effort for this Task at the start of the PDB project.</p>

**PORT OF HOOD RIVER
ENGINEERING AND RELATED SERVICES CONTRACT
Contract Number: POHR 2022-01
AMENDMENT No. 4**

This Amendment No. 04 (the “**Amendment**”) to the Port of Hood River Engineering and Related Services Contract No. 2022-01, dated July 11, 2023 (the “**Agreement**”) is entered into between the Port of Hood River and HNTB Corporation, a Missouri Corporation (collectively, the “**Parties**”).

RECITALS

WHEREAS, the original Engineering and Related Services Contract was executed July 12, 2022, with an expiration date of December 31, 2026; and

WHEREAS, Amendment No. 3 was approved March 21, 2023, transferring budget authority between tasks but did not include additional budget authority bringing the total contract amount to \$5,478,111; and

WHEREAS, Exhibit A, Section A.1 of the Contract states “authorized work will be determined yearly through the use of a three-year detailed work plan. It shall include the authorized work for the current year and plan for anticipated work for the two subsequent years;” and

WHEREAS, this Amendment describes the Detailed Work Plan for contract Year Two; and

NOW, in consideration of the mutual promises contained herein, and for good and valuable consideration, the Parties agree as follows:

AGREEMENT:

1. **Exhibit A:** The Parties hereby replace Exhibit A with the “Amendment 4 Detailed Work Plan Updated July 12, 2023” Exhibit A attached hereto.
2. **Exhibit B:** The Parties hereby add Exhibit B with the “Year 2 Estimate & Year 1 Budget Reconciliation”
3. **Total Not to Exceed:** The Parties hereby agree to amend the Total Not to Exceed (“NTE”) amount for this contract value to the total value of \$10,385,145.51 based on amended Exhibit A.
4. **Remaining Contract Provisions:** Except as specifically modified by this Amendment, the Parties understand and agree that all provisions of the Agreement remain in full force and effect.

HNTB Corporation Inc.

Thomas Schnetzer, NWD Operations & Delivery Officer Date

Port of Hood River

Kevin Greenwood, Executive Director Date

Approved for Legal Sufficiency

William J. Ohle 7/6/2023

William J. Ohle, Port Counsel Date

EXHIBIT A

AMENDMENT 4 DETAILED WORK PLAN

Dated July 12, 2023

HNTB JOB #74620 / POHR #2022-01

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INTRODUCTION

This Detailed Work Plan is incorporated into Exhibit A, Statement of Work, to the Port of Hood River Contract Number: POHR 2022-01 (“Contract”) between the Port of Hood River (“AGENCY”) and HNTB Corporation (“CONSULTANT”) to provide strategic program management and related services (the SERVICES) for the planning, design, and construction of a replacement structure for the Port of Hood River Bridge (the PROJECT).

FUNCTION AND PURPOSE OF THE DETAILED WORK PLAN

The function and purpose of the Detailed Work Plan is as stated in Exhibit A to the Contract. Internally and through third-party consultants, the AGENCY has developed and will continue to develop PROJECT-related documents, materials and other technical information that will be available to CONSULTANT during the term of this Contract. Subject to the CONSULTANT’s Professional Standard of Care, the AGENCY represents that the CONSULTANT shall have the right to rely on the accuracy and completeness of any documents or other materials provided by the AGENCY and other participants on the PROJECT to the CONSULTANT, and that the CONSULTANT’s use of such documents and material will not infringe upon any third parties’ rights.

CONSULTANT DELIVERABLE STANDARDS

The CONSULTANT shall provide the following types of deliverables in the format, quantity, and timeframes stipulated below, unless otherwise defined in a task:

- Agendas – submit at least one (1) business day before scheduled meetings or workshops one (1) electronic copy in Microsoft Word format.
- Meeting Minutes – submit within three (3) business days following the meeting, workshop, or other event one (1) electronic copy in Microsoft Word.
- Other Documents – submit one (1) electronic copy in Microsoft Word format.
- Unless stated otherwise in this Scope of Work, deliverables will first be submitted by CONSULTANT to AGENCY as drafts for AGENCY review and comment, with one (1) review of each draft by AGENCY, and then a final submittal that incorporates AGENCY’s comments, subject to one (1) additional review by AGENCY and adjustment by CONSULTANT.
- AGENCY will have a reasonable time to review and provide comments on CONSULTANT’s deliverables that are reviewed within AGENCY with the understanding that AGENCY does not have control over others outside AGENCY. CONSULTANT shall not be responsible for unreasonable AGENCY or other reviews outside of CONSULTANT’s control. AGENCY and CONSULTANT will identify anticipated reviewers and timelines when planning the schedule and work plan for each deliverable.

GENERAL PROVISIONS

- Workshops – in addition to the number of CONSULTANT attendees identified in the Tasks below, up to one (1) facilitator and one (1) designated notetaker will also attend meetings or workshops as agreed between AGENCY and CONSULTANT.
- Development and preparation of Meeting Agenda, Material, Notes and Action Items shall be an average of one (1) hour per meeting for each CONSULTANT attending. Meetings, Workshops and Trainings will have a virtual and in-person option, with 75% of meetings

in person for estimating. Video/phone conference format of meetings shall mean either Microsoft Teams, WebEx programs, or other format agreed to by the participants.

DETAILED WORK PLAN

TASK 1 – PROJECT MANAGEMENT

The CONSULTANT shall actively coordinate with the AGENCY and manage all aspects of the CONSULTANT's SERVICES, such as identifying and resolving issues in a timely manner.

Subtask 1.1 – Project Management

Conditions:

- One (1) CONSULTANT project review per month will be attended by up to two (2) CONSULTANT staff and average one (1) hour.
- Monthly update meetings with AGENCY will be attended by up to four (4) CONSULTANT staff, including sub-consultant, and average one (1) hour.
- Monthly CONSULTANT Team Task Leader meeting will be attended by up to 12 CONSULTANT staff, including sub-consultant, and average one (1) hour.
- The Project Management Plan (PMP) will be updated annually.
- The labor expense details for this scope item include hours for CONSULTANT staff to perform general management of the Project and CONSULTANT team. These hours are in addition to the performance of the deliverables outlined above.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Manage, administer, and coordinate CONSULTANT activities.
- Manage the scope, schedule, and budget as provided in this Detailed Work Plan.
- Coordinate and meet with AGENCY in meetings to discuss and plan key activities and issues related to project scope, schedule, and budget.
- Annual updates of the PMP. The PMP will include the following:
 - Roles and Responsibilities for AGENCY and CONSULTANT team
 - Work Breakdown Structure (WBS)
 - Components: Work Plan, Project Quality Plan, Risk Management Plan, Change Management Plan, Communication Plan, Document Control Plan, Project Controls Management Plan
- Annual updates of the CONSULTANT Communication Plan that describes how AGENCY and CONSULTANT team will communicate and coordinate with each other and with outside agencies to manage and implement CONSULTANT's work
- Monthly project reviews with the AGENCY and CONSULTANT Principal in Charge or their designee. The meeting will address the CONSULTANT team's performance of scope, schedule, budget, and quality.
- Monthly updates of the Action Items Log with current action items, technical issues requiring resolution, and documentation of the decisions.

Deliverable/Task:

- 1.1.1. PMP
- 1.1.2. Action Item Log

1.1.3. Director Update Meetings - Meeting Materials as per CONSULTANT DELIVERABLE STANDARDS

1.1.4. CONSULTANT Team Lead Meetings - Meeting Materials as per CONSULTANT DELIVERABLE STANDARDS

1.1.5. Project Review Meetings- Meeting Materials as per CONSULTANT DELIVERABLE STANDARDS

1.1.6. General Project Management

Subtask 1.2 – Chartering Workshop

Conditions:

- The workshop will be attended by up to eight (8) CONSULTANT staff, including sub-consultants, and will last up to four (4) hours.
One (1) workshop preparation meeting will be attended by up to eight (8) CONSULTANT staff, including sub-consultants, and will last up to one (1) hour each.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Facilitate and participate in a workshop with AGENCY leadership team, Hood River White Salmon Bridge Authority (HRWSBA) and Port of Hood River Staff to align the PROJECT purpose, establish consistent goals and review the process/milestone schedule and decision-making matrix.
- Identify strategies the AGENCY should use in evaluating and making decisions about funding opportunities and project delivery.
- Engage AGENCY leadership in setting the overall direction for the bridge replacement and to define clear project definition, goals and decision making.

Deliverable/Task:

1.2.1. Chartering Workshop Meeting Materials (Agenda, Notes, Action Items) as per CONSULTANT DELIVERABLE STANDARDS

Subtask 1.3 – Document Control

Conditions:

- The Initial Document Control Plan will be provided to AGENCY for review.
- The Document Control Plan will be updated annually.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Update the Document Control Plan as part of the PMP described in Subtask 1.1 that outlines an electronic folder structure to be used by CONSULTANT for PROJECT-related documents. The Plan will also identify procedures CONSULTANT will use for the storage and management of public and non-public documents.
- Manage, establish, organize, implement, and update an electronic document control system for use by the AGENCY, CONSULTANT and subconsultant staff for the PROJECT, consistent with the Initial Document Control Plan. This system will

organize, and store PROJECT-related documents being produced or received by CONSULTANT.

- Provide access to this document control system for AGENCY staff as requested by AGENCY.
- Provide yearly training session as needed up to one (1) hour in duration, to AGENCY and 20 CONSULTANT staff for implementing the Document Control Plan and using the system.

Deliverable/Task:

~~1.3.1. Initial Document Control Plan due 09/30/2022.~~ Completed

1.3.2. Document Control System

1.3.3. Annual training on Document Control System

Subtask 1.4 – Project Debriefs

Conditions:

- Meetings with AGENCY and potential Designers/Contractors will be attended by up to three (3) CONSULTANT staff, including sub-consultant, and will last for one (1) hour; assume two (2) meetings per week through the release of the Request for Proposal (RFP)/Request for Qualifications (RFQ).
- CONSULTANT will schedule and keep a log of meetings.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Attend debriefing meetings and events to coordinate with AGENCY and potential Designers/Contractors to inform them of the PROJECT status.

Deliverable/Task:

1.4.1. Project Debrief Meeting Materials (Agenda, Notes, Action Items) as per CONSULTANT DELIVERABLE STANDARDS

Subtask 1.5 – Contract Administration

Conditions:

- The labor expense details for this scope item include certain hours for CONSULTANT staff to perform general contract administration for the CONSULTANT team. These hours are in addition to performance of the activities described below

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Coordinate, execute, and manage CONSULTANT and sub-consultant agreements.
- Monitor CONSULTANT and sub-consultant budget and schedule performance.
- Communicate and meet with CONSULTANT task leads and sub-consultants to review and update work progress related to scope, schedule, budget.

- Track and monitor CONSULTANT and sub-consultant schedule performance and meet with CONSULTANT task leads and sub-consultants to review and update work progress related to scope, schedule, budget.
- Update reports with CONSULTANT and sub-consultant actuals, percent complete, and forecasted related to scope, schedule, budget.
- Establish Work Breakdown Structure (WBS) and reporting templates to actively track and manage CONSULTANT and sub-consultant budgets and costs.
- Document, track, and report on PROJECT changes related to budget with CONSULTANT's Project Manager, Deputy Project Manager, and AGENCY, as needed.
- Update CONSULTANT and sub-consultant agreements as PROJECT progresses.
- Update WBS and cost reporting templates as PROJECT progresses.

Deliverable/Task:

1.5.1. Contract Administration

Subtask 1.6 – Invoicing & Progress Reporting

Conditions:

- Monthly invoices will be submitted for the duration of this Detailed Work Plan.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Manage and develop invoicing and reporting guidelines per AGENCY invoicing policies.
- Update and submit monthly invoice documenting services performed by the CONSULTANT and its sub-consultants.
- Meet with subconsultants, as needed, for adherence to invoicing and reporting guidelines.
- Update and submit monthly progress report detailing, in written form, services completed during the invoicing period.
- Update invoicing and reporting guidelines as PROJECT progresses.

Deliverable/Task:

1.6.1. Monthly invoice

1.6.2. ~~Invoicing guidelines and workflow due 08/31/2022.~~ Completed

1.6.3. Monthly progress report

Subtask 1.7 – Meetings

Conditions:

- Bi-State Working Group/Hood River White Salmon Bridge Authority will be attended semi-monthly on average by up to four (4) CONSULTANT staff, including sub-consultants, and will last up to two (2) hours.
- Port Commission Meetings will be attended semi-monthly on average by up to two (2) CONSULTANT staff, including sub-consultants, and will last up to two (2) hours.

- Key Stakeholders will be attended semi-monthly on average by up to two (2) CONSULTANT staff, including sub-consultants, and will last up to one (1) hour
- Regional/Local regulatory agencies will be attended monthly on average by up to four (4) CONSULTANT staff, including sub-consultants, and will last up to one (1) hour.
- State Elected Officials of Oregon and Washington Meetings that will be attended semi-monthly on average by up to one (1) CONSULTANT staff, including sub-consultants, and will last up to one (1) hour.

Activities

The CONSULTANT shall perform the following in support of the SERVICES:

- Participate in meetings with the following:
 - Bi-State Working Group/Hood River White Salmon Bridge Authority
 - Port Commission
 - Key Stakeholders
 - State/Regional/Local Regulatory Agencies
 - State/National Elected Officials for Oregon and Washington

Task:

1.7.1. Bi-State Working Group Meeting Materials (Agenda, Notes, Action Items) as per CONSULTANT DELIVERABLE STANDARDS.

1.7.2. Port Commission Meeting Materials (Agenda, Notes, Action Items) as per CONSULTANT DELIVERABLE STANDARDS

1.7.3. Key Stakeholders Meeting Materials (Agenda, Notes, Action Items) as per CONSULTANT DELIVERABLE STANDARDS

1.7.4. State/Regional/Local Regulatory Agencies Meeting Materials (Agenda, Notes, Action Items) as per CONSULTANT DELIVERABLE STANDARDS

1.7.5. State/National Elected Officials Meeting Materials (Agenda, Notes, Action Items) as per CONSULTANT DELIVERABLE STANDARDS

TASK 2 –RISK MANAGEMENT

Subtask 2.1 – Risk Management Plan

Conditions:

- The Risk Management Plan will incorporate work already performed by the AGENCY and expand based on project progress and updated project information.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Develop a Risk Management Plan as part of the PMP described in Subtask 1.1 after the initial Risk Management workshop is completed. The Risk Management Plan will include the following:
 - Identification and ranking of project risks in a risk register that summarizes the nature and occurrence of each risk.
 - A risk action plan that can be used as an ongoing management tool that identifies at least one person from CONSULTANT or AGENCY who will lead the

management of each risk and the actions and timelines necessary for managing the risk.

- Review the risk evaluation progress to date, expand to include more detailed risk evaluation and mitigation strategies and set the basis of the risk register.

Deliverable/Tasks:

2.1.1. Risk Management Plan

Subtask 2.2 – Risk Workshop

Conditions:

- The Risk Management Workshop will be attended by AGENCY staff and up to 12 CONSULTANT staff, including sub-consultants. The workshop will last up to four (4) hours.
- CONSULTANT will schedule the workshop.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Facilitate and participate in a Risk Management Workshop to document and update AGENCY's risk evaluation activities to date.
- Draft preliminary list of risk factors.

Deliverable/Task:

2.2.1. Risk Workshop Meeting Materials (Agenda, Notes and Action items) as per CONSULTANT DELIVERABLE STANDARDS

Subtask 2.3 – Risk Register

Conditions:

- CONSULTANT team will track, monitor and update the risk register six (6) times per year. A meeting will be held with the AGENCY staff and up to four (4) CONSULTANT staff, including sub consultants, and average one (1) hour.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Develop and maintain the project risk register.
- Develop a risk register log that will identify/list project risks.
- Establish a risk order (highest risk to lowest risk).
- Assign probabilities of risk occurring both in cost and schedule.
- Evaluate and assign potential costs and/or schedule impacts of the risk.
- Update Risk Register on a monthly basis.
- Update risk register with Delivery Method Selection process.

Deliverable/Task:

2.3.1. Risk Register due ~~08/31/2022~~. Completed

2.3.2. Risk Register Update

Subtask 2.4 – Project Cost Estimate (PCE)

Conditions:

- The original PCE is provided by the AGENCY for review and incorporation into project planning.
- CONSULTANT team will hold a workshop with the AGENCY staff and up to eight (8) CONSULTANT staff, including sub consultants for up to four (4) hours to validate the existing PCE.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Review and update the existing PCE and perform estimate updates based on changes to project information, assumptions, major changes in market conditions, and potential scope changes.

Deliverable/Task:

- 2.4.1. Review and Validate PCE
- 2.4.2. Update PCE

Subtask 2.5 – Independent Cost Estimator (ICE)

Conditions:

- Cost estimates are expected to occur at four pricing milestones during the design phase (30%, 60%, 90%, 100%) and for the bid for each construction work package.
- For potential work packages, the proposal will take place at the point in time when AGENCY and the Design-Builder agree that the PROJECT has been designed to a sufficient level of detail to allow the Design-Builder to accurately price the PROJECT or work package.
- Preparation of a basis of estimate to include such items as assumptions on production rates, equipment used, means and methods, and material costs.

Activities:

The activities/responsibilities of the ICE include the following:

- Provide Independent Cost Estimating Services for the PROJECT. The ICE will develop independent cost estimates at defined milestones, utilizing contractor style (production-based) methodologies and production-based heavy civil estimating software platforms, for comparison with the Design-Builder estimate and the AGENCY estimate.
- Prepare an early (approximately a 15% Opinion of Probable Construction Cost (OPCC)) independent analysis of cost and schedule impacts for design alternatives under consideration.
- Participation in risk workshops engaging in the final PROJECT goals and PROJECT's Scope of Services development with the intent of understanding the risks, goals, and priorities of the Project. Engagement shall consist of active listening and participation to understand AGENCY (including Oregon Department of Transportation (ODOT) and Washington State Department of Transportation (WSDOT)) and Design-Builder's final design and PROJECT scope intent.

- If requested by the AGENCY, provide recommendations and investigations of alternative means and methods for significant items of work for consideration by the AGENCY. Alternative means and methods shall not consist of investigation of innovative solutions but shall be potentially differing traditional construction techniques for considerations without new engineering requirements.
- Proposal review and assessment for recommendations.
- Participate in price and schedule reconciliation meetings between AGENCY and the Design-Builder at pricing milestones for each contract or work package. The ICE's responsibility at these meetings is to gain a common understanding of proposal assumptions (including means and methods, equipment, material costs, and risk assignment). The ICE will lead the cost review meeting, which requires a deep dive into the cost estimates to uncover cost and production differences, risk identification, etc.
- Provide feedback on risk management, which may include risk identification, assessment, cost quantification, and assignment of the probability of occurrence. Document cost savings and efficiencies through the risk management process.
- Aid the project team with respect to determining cost impacts of the following: project phasing, labor availability, material availability, material pricing risks, mobilization and site access, sequence of design and construction, and availability and procurement of equipment and materials.
- Attend and participate in the following meetings:
 - Initial Kickoff Meeting
 - Design workshops prior to each pricing milestone and bid
 - Risk workshops after each pricing milestone and bid
 - Price reconciliation meeting(s) following each pricing milestone and bid. These meetings should be in-person if possible.
 - Weekly Project Team meetings/conference calls during the preconstruction phase of Project to discuss work in progress, work completed, upcoming priorities, issues, and risks to the PROJECT scope, schedule, budget, or contract.
 - In-person attendance as necessary and determined by project team. Otherwise, virtual attendance is acceptable.
 - Maintain meeting minutes pertaining to pricing discussions, including participants, topics, action items and decisions.
- Provide cost analysis comparisons and post estimate review summaries of findings.
- Provide the following for the Basis of Estimate Report:
 - Project Narrative
 - List of Assumptions
 - Any PROJECT notes
 - Quantity takeoff information – Bluebeam Files, on-screen takeoff files, or other takeoff notes
 - Detailed estimate printouts – Krebs utilizes HCSS estimating software
 - Estimate summary showing the breakout of direct costs, indirect costs, markups and unit rates
 - Estimate item and activity level summaries showing crew and equipment selection and production rates
 - Labor detail summaries
 - Equipment detail summaries
 - Material usage summaries

- Subcontractor usage summaries
 - Trucking usage summaries
 - Miscellaneous cost summaries
- Detailed estimate summary sheets
- Notes from estimate reviews
- Cost Comparisons with Design-Builder
- Cost Progression Summaries – typically showing 30% to 60%, etc.
- Identification of Long Lead Items
- Markup Details
- Material and subcontractor quotes
- For the Estimate Variance Report, provide a summary of all estimates from the Design Team, Design-Builder and ICE, including a narrative on cost differences and any major changes between each estimate iteration.

Delivery/Task:

2.5.1. Independent Cost Estimate (ICE)

- Basis of Estimate Report
- Estimate Variance Report

TASK 3 – CHANGE MANAGEMENT

Subtask 3.1 – Change Management

Conditions:

No Conditions for this Subtask.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare a Change Management Plan (CMP) for the PROJECT and submit to the AGENCY for review and approval.
- Define the process for identification, notification, processing, and documentation of all project changes.
- Define the change approval process.

Deliverable/Task:

3.1.1. Change Management Plan (CMP)

Subtask 3.2 – Change Log

Conditions:

No Conditions for this Subtask.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Maintain change control log of proposed, pending, and executed changes internal and external to the PROJECT.

Deliverable/Task:

3.2.1. Update Change Log

TASK 4 – **QUALITY**

Subtask 4.1 – **Quality Management Plan (QMP)**

Conditions:

- ~~The CONSULTANT's Initial Draft QMP will be provided to AGENCY for review.~~
(Completed)
- ~~The CONSULTANT's Final QMP will be provided to AGENCY for review.~~
(Completed)
- The QMP will be updated to add additional activities that reflected in this current Detailed Work Plans(s).
- Quality Control (QC) activities will be performed according to the procedures and schedules outlined in the QMP, and QC labor hours are budgeted with each deliverable under individual subtasks throughout this Scope of Work.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Develop procedures for QC and Quality Assurance (QA) review processes.
- Draft QMP as part of the PMP described in Subtask 1.1.
- Provide updates to the QMP, as necessary, during the duration of the Detailed Work Plan.
- Coordinate a list of deliverables.
- Identify which quality review procedures apply to each identified deliverable and who will perform each quality review.
- Quality certification by the CONSULTANT's Project Quality Manager and signature forms for each of the PROJECT'S delivery milestones.
- Perform QA for SERVICES provided under this Detailed Work Plan. QA activities include verifying that CONSULTANT's QC activities are being performed and documented for each deliverable according to the QMP procedures and monitoring and documenting CONSULTANT's overall compliance with the QMP requirements.

Deliverable/Task:

~~4.1.1. Quality Management Plan (QMP) – Completed~~

4.1.2. QMP Update

Subtask 4.2 – **Quality Training**

Conditions:

- The QMP will be reviewed by all CONSULTANT team members working on deliverables during the term of this Detailed Work Plan, and by all applicable new team members as they onboard the PROJECT. The associated quality training will last up to one (1) hour.
- CONSULTANT staff will need to be trained as part of a future authorization.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Provide QMP for review by CONSULTANT and sub-consultant team.

Deliverable/Task:

4.2.1. QMP Training (~~Initial Training~~) held no later than ~~08/31/2022~~.

Subtask 4.3 – Quality Assurance & Quality Verification

Conditions:

- QC activities performed for each deliverable according to procedures and schedules outlined in QMP.
- Design-Builder Design and Construction QC and QA activities performed for each deliverable according to procedures and schedules outlined in the Design-Builder's QMPs.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Provide QA of deliverables provided in the Work Authorization.
- Verify CONSULTANT's QC activities being performed and documented for each deliverable according to QMP procedures.
- Monitor and document CONSULTANT's overall compliance with QMP requirements.
- Review of Design-Builder's Draft and Final QMPs.
- Provide Quality Verification (QV) for the Design-Builder's QC and QA activities being performed and documented according to approved Design and Construction QMP procedures.
- Monitor and document Design-Builder's overall compliance with Design-Builder QMP requirements.

Deliverable/Task:

4.3.1. Quality Assurance/Quality Verification

TASK 5 – PROJECT CONTROLS

Subtask 5.1 – Project Controls Plan

Conditions:

- The Project Controls Plan will be updated in subsequent Detailed Work Plans as the PROJECT is better defined.
- The CONSULTANT Project Controls Plan will be provided to AGENCY for review. A single review-and-comment cycle by the AGENCY is assumed.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Update the Project Controls Management Plan as part of the PMP described in Subtask 1.1 that identifies the tools, processes, and systems that will be evaluated and implemented by the CONSULTANT.
- Address the CONSULTANT's data collection, processing, and reporting needs and solutions during the term of this Detailed Work Plan.
- Identify potential future needs, options, collaboration, and evolution that may be needed in later phases.

Deliverable/Task:

5.1.1. Project Control Plan

Subtask 5.2 – Project Dashboard

Conditions:

- The Project Dashboard will be web-based, accessible with appropriate permissions by the CONSULTANT and AGENCY only.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Develop and maintain a Project Dashboard showcasing key performance indicators (KPIs) as determined by the CONSULTANT and the AGENCY.
- Address the CONSULTANT's critical items influencing short-term goals during the term of this Detailed Work Plan, and evolving to show the relevant, project-specific KPIs of each project phase.

Deliverable/Task:

5.2.1. Project Dashboard

Subtask 5.3 – Integrated Project Schedule

Conditions:

- The Project Schedule will be developed in the latest version of Primavera P6.
- The Project Schedule will be made available in printable PDF format and through online schedule review tools, such as ProjectControls.online.
- The Schedule will be presented in relevant summary formats using various visualization tools and techniques.
- Changes to the Project Baseline will require the approval of the Project Manager and the AGENCY.
- Initial Project assumptions shall be documented in conjunction with the approval of the Baseline Schedule.
- The Project Schedule will be updated monthly.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare an integrated master schedule (Project Schedule) that encompasses all known and potential activities to complete the Project based on the interaction of sub-project schedules and in alignment with completion milestones.
- Baseline Project Schedule after the review and approval by the CONSULTANT and AGENCY.
- Document and track project assumptions influencing or driving the Project Schedule Baseline.
- Update the Project Schedule with progress from active sub-project schedules and refine the Schedule to reflect the current project status and assumptions.
- Incorporate Progressive Design-Builder Baseline Master Schedule and Schedule Updates into the Integrated Project Schedule.

Deliverable/Task:

- 5.3.1. Baseline Integrated Project Schedule
- 5.3.2. Update Integrated Project Schedule

Subtask 5.4 – Sub Project Schedule

Conditions:

- The sub-project Schedules will be developed in the latest version of Primavera P6 or converted from their native formats to Primavera P6.
- The sub-project Schedules will be made available in printable PDF format and through online schedule review tools, such as ProjectControls.online.
- The schedules will be presented in relevant summary formats using various visualization tools and techniques.
- Changes to the sub-project Baselines will require the approval of the Project Manager.
- Initial Sub-project assumptions shall be documented in conjunction with the approval of the Baseline Schedule.
- The known sub-project schedules include but are not limited to: Design, Funding, Delivery Method Selection, Permitting, Outreach, Procurement, and Governance.
- The Sub-Project Schedules will be updated monthly.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare, review, and maintain sub-project schedules that encompass all known and potential activities to complete each phase of the PROJECT in alignment with completion milestones.
- Baseline sub-project schedules after the review and approval by the CONSULTANT team.
- Document and track project assumptions influencing or driving the sub-project schedules.
- Update the schedules with progress from active work and refine the scheduled to reflect the current sub-project status and assumptions.

- Incorporate Progressive Design-Builder Lookahead and Work Package schedules and Schedule Updates into the appropriate Sub-Schedule.

Deliverable/Task:

- 5.4.1. Baseline Sub-Project Schedules
- 5.4.2. Update Sub-Project Schedule
- 5.4.3. Review and Incorporate Progressive Design-Builder Schedules

Subtask 5.5 – Financial Management and Reporting

Conditions:

- The project financials will be presented in relevant summary formats using various visualization tools and techniques.
- Changes to the Project Cost Estimate, Baseline Project Budget, or Working Budget will require the approval of the Project Manager.
- Initial financial assumptions shall be documented in conjunction with the approval of the Project Cost Estimate and Baseline Project Budget.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare, review, and maintain Project Cost Estimates, the Baseline Project Budget, and Working Budget in accordance with the Project Controls Plan and Change Management Plans.
- Track all current and potential fund sources and assignments the PROJECT uses, in accordance with fund requirements or constraints.
- Time-phase all financial data to create project and funding cashflows and balance fiscal year and biennial outlays with the project spending plan.
- Develop financial tracking and reporting tools to monitor progress and performance against established baselines.
- Submit monthly and annual financial reports, or as needed, in coordination with all stakeholder and fund source requirements.

Deliverable/Tasks:

- 5.5.1. Financial Management and Reporting

TASK 6 – COMMUNICATIONS

Subtask 6.1 – Public Involvement & Communications Plan (PICP)

Conditions:

- The labor expense details for this scope item include certain hours for CONSULTANT staff to coordinate with AGENCY and AGENCY’s public engagement and other consultants. These hours are in addition to performance of the deliverables and activities outlined below.
- CONSULTANT will participate in up to six (6) meetings with AGENCY partners for Strategic Communications as requested. Each meeting will be attended by up to

three (3) CONSULTANT staff, including sub-consultants, and each will last up to two (2) hours.

- Deliverables will be provided three (3) times for AGENCY review and comment prior to distribution of one (1) final version.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- PICP
 - Produce public involvement and communications plan, which will outline: decision-making process with the new bridge authority, updated demographics analysis, team roles, outreach strategies during design, key messages, and schedule.
 - Include scheduled and detailed information on media campaigns and how they support the larger technical schedule and project milestones.
 - Produce and manage comprehensive list of stakeholders to engage throughout PROJECT.
- Bridge Authority Logo
 - CONSULTANT to design a logo for the Bridge Authority that can be used by the new agency on all branded materials; includes one (1) 2-hour branding meeting to discuss logo and project visual identity.
 - Update project templates to include new Bridge Authority branding.
 - Update project Look Book that sets the project identity.

Deliverable/Task:

- 6.1.1. PICP
- 6.1.2. Project Branding
- 6.1.3. Project Website

Subtask 6.2 – Strategic Communications Support

Conditions:

- The labor expense details for this scope item include certain hours for CONSULTANT staff to coordinate with AGENCY and AGENCY’s public engagement and other consultants. These hours are in addition to performance of the deliverables and activities outlined above.
- CONSULTANT will participate in up to 12 meetings with AGENCY partners for Strategic Communications as requested. Each meeting will be attended by up to two (2) CONSULTANT staff, including sub-consultant, and each will last up to one (1) hour.
- Quarterly Strategic Communications Plans will be one (1) draft and one (1) final submittal with Quarterly updates on activities and messaging.
- Strategic Communications Plan will live inside PICP.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Develop a quarterly strategic communications plan for the PROJECT that includes updated key messages and decision making.

- Lead twelve (12) quarterly Strategic Communications Meetings with the Bridge Authority to get agreement on strategic communications needs with partner agencies, regulatory agencies, and public officials as it relates to the PROJECT. Notes from the meetings to be included within the Strategic Communications Plans.
- Produce communications materials that support strategic communications, including factsheets, presentations, website and social media posts, etc.
- Provide direct outreach to key stakeholders as requested by the Bridge Authority.

Deliverable/Task:

6.2.1. Quarterly Communications Plan

6.2.2. Quarterly Communications Bridge Authority Meetings

Subtask 6.3 – Workshops

Conditions:

- The labor expense details for this scope item include certain hours for CONSULTANT staff to coordinate with AGENCY and AGENCY’s public engagement and other consultants. These hours are in addition to performance of the deliverables and activities outlined below.
- Deliverables will be provided two (2) times for AGENCY review and comment prior to distribution of one (1) final version.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Public Involvement Workshop with Hood River – White Salmon Bridge Authority
 - CONSULTANT to provide (one) 1 draft and (one) 1 final agenda for Public Involvement Kick Off Workshop.
 - CONSULTANT to lead a two (2) hour meeting with the new Bridge Authority to review outreach to date, discuss Bridge Authority goals and expectations for public involvement, public records law and best practices, and gain agreement on a communications approval process.
- Contact and Comment Tracking/Engagement Project Success Measurement
 - Stakeholder and Comment Tracking – regular updates to stakeholder comment log, and quarterly updates on progress and measurements of success.
 - Continue to track, code and maintain participation in engagement activities and comments received throughout the PROJECT.
 - Continue to track stakeholders who participate in outreach activities or those who would like to receive project updates throughout the PROJECT.
 - Track all comments directed to the Bridge Authority in a separate tracking list, along with responses from the project team.
 - Assist the project team with public records requests as required.
 - Regularly track engagement activities to measure the overall success of agreed upon engagement goals, including website, social media and e-newsletter impressions.
- Online Open Houses
 - CONSULTANT to provide four (4) online open house content plans, with (two) 2 drafts and one (1) final plan each; two (2) online open house events, with two (2)

- drafts and one (1) final plan each; and two (2) online open house outreach summaries.
- Four (4) online open houses to be designed, developed and managed by CONSULTANT.
 - Each online open house will have an approved content plan prior to event production.
 - Online open houses will focus on engaging the public and regional interested parties on project progress and decisions and seek input on bridge design and construction considerations.
 - Online events to be hosted on CONSULTANT's online open house platform (station-based, with questions per station) or on StoryMaps (story-based, one survey).
 - Consultant to provide a detailed summary for each online open house.
 - Materials and online tools will be Americans with Disabilities Act (ADA) accessible and meet Washington and Oregon state requirements.
 - Events may include online presentations with the project team via Zoom or Facebook Live.
 - **Public Open House Meetings**
 - CONSULTANT to provide four (4) meeting plans, display boards, comment forms, and meeting summaries.
 - CONSULTANT to plan, provide coordination and facilitation of four (4) bilingual in-person Public Open House Meetings to discuss bridge progress, Bridge Authority activities and design considerations. Two (2) events must be held in Oregon and two (2) in Washington.
 - CONSULTANT to coordinate and develop meeting plans, materials and meeting guides for public open house meetings.
 - CONSULTANT to design and manage production of meeting materials such as surveys, comment forms, sign-up sheets, etc., as needed. All materials to be bilingual in English and Spanish.
 - CONSULTANT to promote open house meetings in multimedia campaigns and through project partners.
 - CONSULTANT to secure event venues, purchase food, and other event materials.
 - CONSULTANT to produce a summary for each event.
 - It is assumed that each open house event will last two (2) hours in duration and will require travel, setup and break down.
 - It is assumed that three (3) CONSULTANT staff will attend each open house event for facilitation and note taking.
 - **Community Workshops**
 - CONSULTANT to provide workshop event plan and agenda; presentation; feedback tools, including comment forms and workshop materials; and workshop summary.
 - CONSULTANT to plan, provide coordination and facilitation of two (2) in-person workshops to discuss bridge design considerations. One (1) workshop to be held in Oregon and one (1) in Washington.
 - CONSULTANT to coordinate and develop agendas, presentation materials and meeting guides for workshop meetings.
 - CONSULTANT to design and manage production of meeting materials such as surveys, comment forms, sign-up sheets, etc., as needed.

- CONSULTANT to develop workshop invitation lists and manage the invitations for workshops.
- CONSULTANT to secure workshop venue setup, purchase food, and purchase incentives.
- CONSULTANT to produce a summary of both workshops.
- It is assumed that each workshop will last two (2) hours in duration and will require travel, setup and break down.
- It is assumed that three (3) CONSULTANT staff will attend per workshop event for facilitation and notetaking.
- CONSULTANT to host bilingual workshops at the same time and location in separate rooms.
- **Tabling and Community Events**
 - CONSULTANT to provide milestone tabling event plan, including staffing and each event's details; feedback tools, including comment forms and sign-up sheets; and tabling events summary, (one) 1 per milestone.
 - CONSULTANT to staff 12 existing community events to promote the PROJECT.
 - It is assumed that two (2) staff will set up, staff and break down each event.
 - This task includes contacting community organizations or event managers to organize event participation.
 - CONSULTANT to lead production of tabling event materials, including sign-up sheets and comment forms.
 - Each event is expected to last three (3) hours.
 - Consultant to summarize feedback received at events following each milestone's outreach.

Deliverable/Task:

- 6.3.1. Public Involvement Kick Off Meeting Bridge Authority
- 6.3.2. Stakeholder and Comment Tracking
- 6.3.3. Online Open Houses
- 6.3.4. Public Open Houses
- 6.3.5. Community Workshops
- 6.3.6. Tabling and Community Meetings

Subtask 6.4 – Public Involvement and Communications

Conditions:

- The labor expense details for this scope item include certain hours for CONSULTANT staff to coordinate with AGENCY and AGENCY's public engagement and other consultants. These hours are in addition to performance of the deliverables and activities outlined below.
- Deliverables will be provided two (2) times for AGENCY review and comment prior to distribution of one (1) final version.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

Media Campaigns (Multimedia)

- Bilingual Media Campaigns

- CONSULTANT to provide two (2) press releases per campaign; social media plan with posts, images, ad purchases strategy and purchasing per campaign; radio ads with up to four (4) radio stations in English and Spanish per campaign; up to three (3) informal project stories to provide to local partner newsletters and jurisdictional communications per campaign (FUTURE WORK).
- CONSULTANT to develop content and graphics and manage logistics for up to six (6) comprehensive media campaigns during the duration of this contract. Campaign communications to include:
 - Traditional press releases with images and videos
 - Social media plan with posts, images, ad purchases strategy and purchasing
 - Radio ads with up to four (4) radio stations in English and Spanish
 - Informal communications support, including stories for local partner communications and interviews for local media
 - Coordination with the AGENCY to assure messaging for the PROJECT is included in Port Communications.
- On-Going Project Communications Support
 - CONSULTANT to provide updated media strategy, including social media posts, monthly communications for stakeholder email and partner communications, and talking points for the team; and tracking media coverage for the PROJECT.
 - Production of articles or stories to be posted to the project website.
 - Production of media releases in addition to those being produced with the bilingual media campaigns. These media releases will tell local and regional media outlets important information about project progress and decisions.
 - Production of monthly e-newsletters to provide updates on project progress.
 - Production of a monthly handout material to be provided to Bridge Authority members and the AGENCY and to be plotted into displays boards to be posted at the Hood River and White Salmon libraries.
 - Develop and submit media releases on important project updates to local and regional media and nonprofit organizations.
 - Tracking of media contacts, print and press key dates and timelines; and tracking media coverage for the PROJECT.
- Videos
 - CONSULTANT to provide six (6) draft and one (1) final video file per video; also made available on CONSULTANT's vimeo account; B-roll footage and all video files per video or at the completion of year 1 (FUTURE WORK).
 - CONSULTANT to produce a series of videos to support project communications and outreach. Videos can supplement content on social media, online open houses, and with community presentations.
 - CONSULTANT to contract with Story Gorge to produce six (6) videos throughout the duration of the contract to tell important stories related to the bridge relevance in the Gorge and to demonstrate bridge replacement progress. Story Gorge to get approval on video concept, a storyline, and a draft video prior to completing each video.
 - CONSULTANT to supplement project video needs with up to 12 succinct videos for use in online open houses, social media, and the website.
- Factsheets
 - CONSULTANT to provide draft and one (1) final factsheet per factsheet; up to 12 total.

- CONSULTANT to design and produce 18 factsheets over the contract duration for use at legislative meetings in state capitols and Washington DC. These are in addition to the monthly factsheets being produced that illustrate project progress.
- CONSULTANT to confirm messaging and needs with the Bridge Authority and Project Manager.
- Factsheets are assumed to be a double-sided 8.5 x 11-inch material.
- **Social Media**
 - Management of three (3) social media accounts for the PROJECT, including Facebook, Twitter and LinkedIn.
 - It is expected the CONSULTANT will post a minimum of one (1) post per week on Facebook and Instagram. The Consultant will post monthly on LinkedIn.
 - CONSULTANT responsible for the management and response to public comments on accounts.
- **Project Website**
 - Maintain a bilingual project website.
 - The website will be updated a minimum of every two (2) weeks to inform the community about the PROJECT, Bridge Authority activities, public input opportunities and what is being considered with the design and other important project topics.
 - Consulting team to review the website quarterly with the team to ensure that it is still meeting the project needs.
 - Website content, images and formatting to meet all Oregon and Washington state ADA guidelines.

Deliverable/Task:

- 6.4.1. Bilingual Campaigns
- 6.4.2. Ongoing Project Communications Support
- 6.4.3. Videos (includes six (6) Story Gorge Videos)
- 6.4.4. Factsheets
- 6.4.5. Social Media
- 6.4.6. Website

Subtask 6.5 – Meetings

Conditions:

- Meetings to be held in-person or online; travel required.
- CONSULTANT will provide three (3) staff at each meeting.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Hood River-White Salmon Bridge Authority Meetings
 - Attend and present on public involvement activities to the Bridge Authority at regularly occurring meetings.
 - CONSULTANT is expected to attend Bridge Authority meetings every two (2) weeks.
 - It is assumed that two (2) Public Engagement Consultants will attend each meeting.

- CONSULTANT to submit materials for review prior to each Bridge Authority meeting for inclusion in the meeting packet.
- Stakeholder Advisory Committee Meetings
 - Prepare agenda for and facilitate up to ten (10) Stakeholder Advisory Committee meetings to discuss bridge aesthetics, multimodal transportation needs, and other design considerations.
 - CONSULTANT to support the Bridge Replacement project team in recruiting stakeholders for the committee.
 - CONSULTANT to develop the committee charge and operating protocols.
 - CONSULTANT to ensure all committee materials are posted to the project website.
 - It is assumed that two (2) Public Engagement Consultants will attend each meeting and each meeting will last two (2) hours in duration.
 - Meetings may be held in-person or online.
 - CONSULTANT to schedule meeting locations, purchase refreshments and stipends, print materials and ensure room is set up correctly for each meeting.
 - CONSULTANT shall produce a meeting summary at the conclusion of each meeting.
- Task Lead Meetings
 - Attend and present on public involvement activities to other project task leads at regularly occurring meetings.
 - CONSULTANT is expected to attend task lead meetings every month.
 - It is assumed that one (1) Public Engagement Consultant will attend each meeting.
- Communications Team Meetings
 - Lead weekly Communications Team meetings to review and discuss project-specific communications and outreach activities.
 - CONSULTANT is expected to provide an agenda and materials in advance of each meeting.
 - CONSULTANT is responsible for scheduling Communications Team meetings.
 - It is assumed that up to three (3) Public Engagement Consultants will attend each meeting.
 - Meeting notes to be captured within the Project OneNote notebook.
- Consultant Team Meetings
 - Attend and be prepared to present at other project-related meetings with Team Leads, Stakeholders and Project Partners to support project communications and outreach activities.
 - It is assumed that no more than two (2) Public Engagement Consultants will attend each meeting.

Deliverable/Task:

- 6.5.1. Bridge Authority Meetings
- 6.5.2. Stakeholder Advisory Committee Meetings
- 6.5.3. Task Lead Meetings
- 6.5.4. Communications Team Meetings
- 6.5.5. Consultant Team Meetings

TASK 7 – FUNDING, FINANCE AND TOLLING (FFT)

CONSULTANT will collaborate with AGENCY to develop and maintain up-to-date project financial plans, including cash flow models and financial and economic analyses. CONSULTANT shall conduct workshops and meetings as necessary to identify and refine funding, finance options, and develop a final Project Financial Plan once all funding is in place. CONSULTANT will support AGENCY in efforts to secure funds and financing, including preparation of grant applications, lobbying support, toll program analysis meeting facilitation, etc. CONSULTANT will support public outreach and engagement efforts relative to funding and financing for the PROJECT. CONSULTANT will coordinate with traffic and revenue (T&R) consultants retained by others and, if necessary, will conduct or assist in the procurement of T&R services for the PROJECT. CONSULTANT will liaison with the Build America Bureau staff relative to Transportation Infrastructure Finance and Innovation Act (TIFIA) financing and will interface as necessary with the AGENCY Financial Advisors in the preparation of Letter of Interest (LOI) and financing applications. CONSULTANT will prepare reports and attend meetings as required or requested.

Subtask 7.1 – **Financial Planning, Modeling and Scenarios**

Conditions:

- AGENCY and consultants currently under contract are available to participate as needed.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Develop and maintain comprehensive Project Financial Plan
 - Deep-dive evaluation of current budgets, financial plans, and funding commitments/agreements.
 - Funding source evaluation of all relevant potential federal, state, and local sources. Analysis will include an evaluation of federal grant programs and development of a funding matrix.
 - Project Financial Plan will be a living document that will be updated as the PROJECT develops.
 - Financial Analysis for feasibility and debt capacity scenarios, including toll finance simulations.
 - Funding and cash flow model to document funding sources and scenarios and include cash flow projections.
 - Consult and liaison with AGENCY Municipal Advisor as appropriate and necessary.
 - Provide the following services as necessary: Assist and advise on review of existing policies and development of recommendations for new or revised policies; advise on matters related to funding and grant applications; participate as requested in calls or meetings with Project Management Team, stakeholders, Build America Bureau, and others; advise as requested on issues of governance; assist with development of TIFIA and federal funding strategy; timing; LOI strategy; equity strategy; review traffic and revenue study.

Deliverable/Task:

- 7.1.1. Project Financial Plan
- 7.1.2. Funding and Cashflow Analysis

Subtask 7.2 – FFT Workshops

Conditions:

- Workshops will be two (2) hours and will have the option to be attended both virtually and in-person
- Each workshop attended by up to five (5) CONSULTANT personnel and AGENCY representatives as agreed.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- CONSULTANT will plan, conduct, and document one (1) workshop:
 - Workshop will establish policy preferences, identify potential funding sources, and discuss applicability and viability of various sources.
 - High level evaluation of policy, feasibility, and delivery options analysis around toll revenue scenarios.
 - High level prioritization of funding scenarios and approaches to securing requisite funding

Deliverable/Task:

- 7.2.1. FFT Workshops

Subtask 7.3 – Competitive Grant Services

Conditions:

- Comprehensive application development includes development of project narrative, update of benefit-cost-analysis and supporting materials for application submission.
- Four (4) Grant Applications.
- Maximum of four (4) active grants.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Grant Applications – Prepare applications for signature and submit on behalf of the AGENCY.
 - Identify and track new additional grant opportunities.
 - Advocacy – Support legislative and agency advocacy in support of grants and/or TIFIA, Bonding or other financing mechanisms as identified.
 - Grant Agreements – Negotiate and document grant agreements. Prepare documentation for execution by AGENCY.
 - Grant Administration and Reporting –
 - Develop processes and procedures for tracking costs, allocating expenses, and filing reports.
 - Prepare and file required reports, support audits, and provide support accounting for grant funds.
-

- TIFIA application support –
 - Consultations with Build America Bureau
 - Consultations with AGENCY Municipal Advisor
 - Consultations with AGENCY Bond Counsel
 - Develop and submit TIFIA letter of interest with detailed project description (Purpose and need, Scope, Schedule, Budget, Conceptual Design), project financial plan (ID of dedicated revenue source, Status of all funding requested), status of environmental review, and preliminary credit rating opinion letter
 - Develop and Support TIFIA Loan Application
 - Support TIFIA creditworthiness review process
 - Support Credit Rating Agency review for both indicative and final credit ratings
 - Support development of TIFIA financing agreement
- Benefit Cost Analysis (BCA) – CONSULTANT will provide a new BCA in 2023 and updates to the BCA as necessary in subsequent grant cycles for different grant programs.

Deliverable/Task:

- 7.3.1. Grant Applications
- 7.3.2. Grant Advocacy
- 7.3.3. Grant Agreements, Administration and Reporting
- 7.3.4. Draft TIFIA Letter of Interest
- 7.3.5. TIFIA Loan Application
- 7.3.6. Benefit Cost Analysis

Subtask 7.4 – Traffic and Revenue Study Support

Conditions:

- Assist Hood River – White Salmon Bridge Authority (HRWSBA) in procurement of T&R consultant to produce investment-grade T&R study in support of TIFIA or other financing.
 - Eight (8) HRWSBA/BSWG Workshops
 - Up to eight (8) initial scenarios and two (2) final scenarios for detailed analysis

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Traffic and Revenue Study Support
 - Prepare Scope of Work and Technical Specifications for procurement of T&R Consultant.
 - Execute procurement, review proposals, and support selection of T&R Consultant.
 - Compile and provide data to support T&R Study.
 - Support Technical Advisory Committee.
 - Ensure that process is compatible with AGENCY’s future T&R needs.
 - Use data and results to support AGENCY’s Revenue Optimization Plan.
 - Meetings as necessary to accomplish above referenced activities.
 - Review and provide input as appropriate on all memoranda and reports.
- Hood River – White Salmon 10-Year Toll Program
 - Develop revenue goals to meet funding and financing needs of the PROJECT.

- Develop revenue scenarios for Board consideration.
- Build revenue evaluation model to evaluate the multiple revenue scenarios and understand impacts to financing capacity and project funding.
- Hold revenue evaluation workshop with AGENCY to review scenarios and identify preferred alternative.
- Develop in coordination with T&R team.
- Develop materials to support Public and stakeholder engagements.
- Present detailed analysis of most viable scenarios to Board.
- Develop material to support messaging of future toll increase.

Deliverable/Task:

- 7.4.1. T&R Procurement
- 7.4.2. HRWSBA 10-year Tolling Program Report

Subtask 7.5 – Meetings

Conditions:

- Eight (8) Briefings and engagement with AGENCY and BSWG Commissioners/HRWSBA and staff outside of monthly meetings.
- Eight (8) Briefings and engagement with stakeholders outside of ones listed in Task 1.
- Four (4) Briefings, engagement and develop collateral material to support lobbying efforts.
- Monthly, to include attendance and presentation at Board meetings (36 meetings).
- Attendance at selected meetings by specialty CONSULTANT personnel (six (6) meetings).

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Support development of an Aging Plan to program \$75M WA contribution.
- Financial Briefings and Engagement as necessary.
- Stakeholder engagement support (local and state agencies, legislatures, federal, tribal, and private stakeholders).
- Advocacy support (agency and legislative, state and federal), including development of collateral marketing materials, developing “elevator speech” script, supporting legislators, staff and lobbyists, and facilitating meetings.

Tasks:

- 7.5.1. Stakeholder Engagement Support
- 7.5.2. Advocacy Support
- 7.5.3. Support for WSDOT Aging Plan
- 7.5.4. Support for BSBC Transition

Subtask 7.6 – Toll System Design and Procurement

Conditions:

- Assumes the AGENCY will procure roadside and back-office tolling systems and services separately and outside of the PDB contract.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Participate in preliminary design process to determine toll system parameters, design criteria and constraints.
- Develop system specifications and requirements for roadside and back-office systems.
- Develop cost estimates and selection criteria.
- Develop procurement documents for roadside and back-office toll systems.
- Assist AGENCY with review of proposals and selection of vendor(s)/Integrator(s) for roadside and back-office toll system.

Deliverable/Task:

- 7.6.1. Concept of Operations and Design
- 7.6.2. System specifications and requirements
- 7.6.3. Procurement

TASK 8 – DELIVERY METHOD

Subtask 8.1 – Delivery Method Analysis

Conditions:

- The information gathered during Subtasks 8.2 and 8.3 will be considered and incorporated into this analysis and recommendations.
- The Delivery Method Analysis Report will be approximately 30 pages total, including appendices.
- Coordination meetings will be held every two (2) weeks between relevant representatives from the CONSULTANT and the AGENCY, will last up to two (2) hours and be attended virtually by at least one (1) person from the CONSULTANT representing the Delivery Method Analysis.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Conduct a qualitative analysis of potential project delivery methods for the PROJECT, based in part on the discussion and outcomes of Subtasks 8.2 and 8.3. The analysis will identify and consider various factors agreed with the AGENCY and evaluate them under each of the potential project delivery methods.
- Identify and assess the risks related to the project delivery methods, including those identified as part of Subtask 2.2.
- Provide documentation of the project delivery analysis and recommendations in the form of a Delivery Method Analysis Report.

- Participate in regular coordination meetings with AGENCY.

Deliverable/Task:

8.1.1. ~~Delivery Method Analysis Report due 2/1/2023.~~ Completed

Subtask 8.2 – **Delivery Method Workshop**

Conditions:

- Each of the two (2) Delivery Method Workshops will be conducted in person at the AGENCY’s offices, and a video/phone conference option will be offered.
- Each of the two (2) Delivery Method Workshops will last up to six (6) hours.
- CONSULTANT will coordinate with AGENCY to schedule the first workshop as an early activity, and the second workshop as a closeout activity, associated with the Delivery Method Analysis work in Subtask 8.1.
- Each Delivery Method Workshop will be attended by AGENCY staff and up to six (6) CONSULTANT staff, including sub-consultants.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Facilitate and participate in two Delivery Method Workshops with AGENCY.
 - The first workshop will be conducted early in this first phase. The primary objectives of the first workshop are to:
 - Present a structured approach to assist AGENCY in making a project delivery decision.
 - Provide initial identification of project goals.
 - Provide initial analysis of certain risks, especially as they relate to delivery method considered for the PROJECT.
 - The second workshop will be conducted later in this first phase to present the findings and recommendations of the Delivery Method Analysis Report developed in Subtask 8.1.

Deliverables:

8.2.1. ~~Meeting Materials (Agenda, Notes and Action items) as per CONSULTANT DELIVERABLE STANDARDS.~~ Completed

Subtask 8.3 – **Industry Outreach**

Conditions:

- The Request for Information (RFI) document will be approximately 10 pages in length and will outline the purpose of the RFI, details about the PROJECT, goals of the PROJECT, status of key approvals and project development, tolling considerations, project delivery methods under consideration, the types of information being requested and whether subsequent one-on-one meetings are being considered to engage in follow-up discussions with interested industry firms.
- Up to eight (8) RFIs will be received by AGENCY for review and summary by CONSULTANT.

- CONSULTANT will identify up to two (2) industry events, to be hosted at AGENCY facility or at an offsite conference or facility hosted by others, relevant to bridge construction and alternative delivery methods. Each event will be attended by up to two (2) CONSULTANT staff and could include up to one (1) hour of presentation and four (4) individual two (2)-hour meetings with industry teams.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare a RFI document and process that outlines the project scope and solicits written responses from industry on project delivery options, risk matters and questions.
- Review and summarize RFI responses submitted to AGENCY by others.
- Facilitate and participate with AGENCY at up to two (2) industry outreach events, which could include presentation of the PROJECT to an audience of industry representatives or meetings with individual entities, including design or construction companies that are interested in future construction-related delivery of the PROJECT. The purpose of each industry outreach event will be to inform industry about the PROJECT and seek industry input on project delivery options, risk matters and questions. This industry outreach will be considered as part of the project delivery analysis and recommendations in Subtask 8.1.

Deliverable/Task:

- ~~8.3.1. Request for Information (RFI) document due 06/30/2023. Completed~~
- ~~8.3.2. Agenda and Materials prior to each industry event and Meeting notes and Action Items after each industry event as per CONSULTANT DELIVERABLE STANDARDS.~~

TASK 9 – ENVIRONMENTAL AND REGULATORY

Subtask 9.1 – Environmental Coordination (NEPA) – Additional Effort

Conditions:

- Two (2) CONSULTANT staff will attend up to eight (8) National Environmental Policy Act (NEPA) coordination meetings with Agency, Project NEPA team, and regulatory agencies.
- Each of the individual NEPA coordination meetings will not exceed two (2) hours of CONSULTANT Environmental Lead time and will be conducted virtually.
- CONSULTANT will support the AGENCY with NEPA meetings but will not prepare agendas or meeting materials. Time under this subtask is for meeting attendance only.
- Effort anticipates Record of Decision (ROD) to be obtained by November 30, 2023. CONSULTANT efforts beyond this date or beyond the assumptions above will be completed through a future Detailed Work Plan.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Coordinate with Agency and the Project NEPA team to track remaining environmental coordination, decisions, and deliverables associated with the completion of the NEPA process and issuance of the NEPA Record of Decision.
- Attend up to eight (8) NEPA coordination meetings, including, but not limited to, Section 4(f), Tribal Coordination, Section 106, and National Marine Fisheries Service (NMFS) Biological Opinion meetings to track PROJECT environmental compliance and support future regulatory compliance.
- Update the Project Environmental Compliance Plan as necessary based on information obtained during NEPA coordination efforts.

Deliverable/Task:

9.1.1. NEPA Coordination Meeting Materials (Agenda, Notes and Action items as per CONSULTANT DELIVERABLE STANDARDS

Subtask 9.2 – Environmental Compliance Plan

Conditions:

- The Environmental Compliance Plan (ECP) will be one (1) Draft and one (1) Final submittal.
- The ECP shall be prepared prior to Agency selection of Project delivery method and A/E team procurement.
- The ECP permitting schedule may require one (1) revision after selection of the Project delivery method to update the permitting schedule. No other ECP updates are included in this Scope of Work.
- The construction phase ECP update shall be completed prior to construction after all permits are issued under a future CONSULTANT team contract amendment with the Agency.
- The ECP shall be updated in a future authorization after all permits have been issued and specific environmental commitments, requirements, and mitigation have been identified to support environmental compliance during the Project's construction phase.
- The future construction phase ECP shall also include details regarding environmental compliance team responsibilities and authority, identify reporting requirements, identify procedures for achieving environmental compliance, and establish procedures for identifying and resolving issues of non-compliance.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare an ECP that:
 - Identifies all applicable environmental permits and authorizations required for the PROJECT.
 - Identifies key regulatory agency contacts.
 - Includes schedules for permit application preparation, agency review timelines, and permit issuance aligned with PROJECT design milestones.

Deliverable/Task:

9.2.1. ~~Environmental Compliance Plan due 12/1/2022~~ — Completed

Subtask 9.3 – Environmental Compliance Workshop

Conditions:

- The Environmental Permitting Workshop will be attended by AGENCY and up to four (4) CONSULTANT team members.
- The Environmental Permitting Workshop will last up to eight (8) hours, inclusive of travel, and will be conducted in person in Hood River.
- CONSULTANT will prepare the workshop agenda, coordinate with participants to schedule the workshop, and provide Workshop meeting notes to participants.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Coordinate with AGENCY to plan, conduct, and document an Environmental Compliance Workshop after completion of the ECP to review the ECP and project environmental compliance requirements.
- The workshop will focus on integrating environmental planning, permitting, and regulatory agency coordination activities with overall project development and delivery.
- Facilitate discussion to outline the ECP's schedule for developing environmental documentation, permitting products, and milestones.
- Support selection of the project delivery method by outlining critical path permitting efforts for planning and scheduling purposes.

Deliverable/Task:

9.3.1. ~~Meeting Materials (Agenda, Notes and Action items) as per CONSULTANT DELIVERABLE STANDARDS~~ — Completed

Subtask 9.4 – Regulatory Agency Coordination

Conditions:

CONSULTANT's cultural resource staff will provide oversight of the Design-Builder's cultural resources team (CRT).

- CONSULTANT's cultural resource staff shall attend up to 10 coordination meetings with the Design-Builder and applicable regulatory agency staff and AGENCY under this Scope of Work to include U.S. Coast Guard, Columbia Gorge Commission, U.S. Army Corps of Engineers (USACE), National Park Service (Columbia River Gorge Scenic Area), Oregon Park and Recreation (Oregon State Historic Preservation Office (SHPO)), and Washington Department of Archaeology and Historic Preservation (DAHP).
- One (1) CONSULTANT staff shall attend the regulatory agency coordination meetings.
- Regulatory agency coordination meetings shall last up to five (5) hours, inclusive of travel, and shall be conducted in person in Hood River.

- Labor for regulatory agency coordination, outside of in-person coordination meetings, shall be limited to 20 hours for CONSULTANT.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Coordinate with the Design Builder CRT and applicable regulatory agencies to discuss permitting timelines and requirements for development of the Project ECP.
- Coordinate and facilitate coordination meetings with regulatory agency staff and AGENCY to discuss specific regulatory permitting requirements, compliance needs, and permitting schedules.

Deliverable/Task:

9.4.1. Regulatory Agency Coordination Meeting Materials (Agenda, Notes and Action items) as per CONSULTANT DELIVERABLE STANDARDS

Subtask 9.5 – Tribal Coordination

Conditions:

- CONSULTANT will coordinate with AGENCY and continue development of treaty memoranda of agreement (MOAs) with the following tribes:
 - Confederated Tribes and Bands of the Yakama Nation (Yakama Nation)
 - Confederated Tribes of the Warm Springs Reservation of Oregon (Warm Springs)
 - Confederated Tribes of the Umatilla Indian Reservation (Umatilla)
 - Nez Perce Tribe
- CONSULTANT will arrange for and hold quarterly coordination meetings with each of the four (4) tribes, each attended by up to two (2) CONSULTANT staff, including sub-consultant.
 - In-person meetings whenever possible, with virtual optional for those who cannot attend in person. Meetings could be with Fisheries or Natural Resources Committees, or with Tribal Council of each treaty tribe.
 - Each meeting is assumed to be two (2) hours in length.
 - Meet with Tribal Employment Rights Office (TERO) officials for each of the four (4) treaty tribes.
 - Meet with Columbia Pacific Building Trades Council (CPBTC) staff to coordinate pre-apprenticeship programs with local and tribal workforce development.
- CONSULTANT will coordinate with and attend bi-weekly coordination meeting with AGENCY officials for development of treaty MOAs.
- CONSULTANT will coordinate with the AGENCY to provide contact information for key tribal officials of the identified tribes and to develop background information about the previous discussions or correspondence with elected officials.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Tribal Coordination Support

- Implement a Tribal Coordination Plan that includes a briefing with each tribe, defines project roles for tribal coordination, and provides information on stakeholders and other organizations impacted by the PROJECT.
- Provide AGENCY tribal contacts and develop a tracking sheet.
- Identify temporary and permanent impacts to the tribal fishers resulting from bridge construction. Advise AGENCY on ways to mitigate impacts, resolve potential conflicts between tribes, and identify mitigation measures due to loss of fishing access during construction, both at the government level and at the staff level.
- Assistance with Development of MOAs
 - Continue development of final MOAs for four (4) Treaty Tribes and respond to comments.
 - Advise AGENCY on how to approach tribes about potential sensitive issues.
 - Provide updates during negotiations using a project map with fishing exclusion zone identified and identify potential mitigation measures.
 - Continue development of draft mitigation strategy for fishing impacts, to be presented to each tribe for negotiation and inclusion in the draft MOA specific to each tribe.
 - Assist on identifying temporary and permanent impacts from new bridge construction to the White Salmon Treaty Fishing Access Site and other tribal cultural resource sites.
 - Advise on how to approach the tribes with potential mitigation solutions.
 - Assist in refining development of temporary exclusion zone concept for mitigating impacts to bridge construction on fishing access locations.
 - Advise AGENCY on a methodology for quantifying economic impacts and providing workforce development opportunities due to lost fishing time and reduced fishing spots and net anchorages.
 - Make recommendations to AGENCY on legal and/or economic support in drafting and negotiating MOAs.
- Cultural Training
 - Provide training to staff new to the PROJECT, including Design-Builder, on the history and differences of the tribes in the Columbia River Gorge, fishing and first foods practices, history and development of the In-lieu and Treaty Fishing Access Sites, and other issues the tribes may raise with respect to the Bridge Replacement.
 - Provide training to staff new to the PROJECT related to the four (4) Treaty Tribes in preparation for coordination efforts associated with the finalization of the Treaty Tribe MOAs.
- Other Tribal Coordination Support
 - Assist with coordination of potential Native American elements or motifs that can be incorporated into the bridge design.
 - Identify and coordinate temporary and permanent impacts from bridge design and construction during preliminary engineering.
 - Develop maps associated with temporary and permanent impacts from preliminary engineering.
 - Review AGENCY's existing monitoring plan and provide comments.
 - Advise AGENCY on how to resolve comments from the tribes.
 - Provide input to PROJECT's Action Item Log and Risk Register.

- Provide grant writing and application support for efforts associated with Tribal elements (economic and workforce development).
- Provide Tribal Workforce Development support.
- Archaeological Monitoring by Tribal staff. Professional archaeologist monitoring, by Design-Builder CRT, is also required and addressed below in Subtask 11.2 and beyond.
 - Review existing Inadvertent Discovery Plan and any associated MOA's prepared to date by WSA, ODOT, or WSDOT.
 - Provide tribal archaeological monitoring of geotechnical exploration in conjunction with Design-Builder CRT.
 - Design-Builder CRT to prepare daily field notes describing work done and results.
- Preliminary Engineering Coordination
 - Develop mitigation measures and recommendations associated with temporary and permanent impacts to support preliminary engineering.

Deliverable/Task:

- ~~9.5.1. Tribal Coordination Plan due 09/30/2022~~ – Completed
- ~~9.5.2. Cultural Training no later than 11/10/2022~~ – Completed
- 9.5.3. Tribal Coordination Meeting Materials (Agenda, Notes and Action items) as per CONSULTANT DELIVERABLE STANDARDS
- 9.5.4. N/A
- 9.5.5. Draft and Final Summary Report of Archaeological Findings
- 9.5.6. Tribal Coordination Draft MOAs and Tribal Coordination

Subtask 9.6 – Railroad Coordination See Sub-Task 14.3, 15.3, 16.3

Conditions:

Activities:

Deliverable/Task:

- ~~9.6.1. Railroad Coordination Meeting Materials (Agenda, Notes and Action items) as per CONSULTANT DELIVERABLE STANDARDS~~

Subtask 9.7 – Geotechnical Investigations Regulatory Permitting

Conditions:

- The PROJECT will qualify for a USACE Nationwide Permit 6 for survey activities.
- Geotechnical investigations will not affect wetlands. No fieldwork will be required by Contractor to complete the permitting work.
- Individual Section 401 water quality certifications will be required from DEQ and Ecology.
- The PROJECT will result in no effect on Endangered Species Act (ESA)-listed species and will not require an individual ESA consultation with NOAA Fisheries or the U.S. Fish and Wildlife Service (USFWS).
- A Biological Assessment will not be required for geotechnical investigations.

- A Design-Builder CRT archaeologist or geoarchaeologist shall monitor and/or review soil and geotechnical borings conducted in the Columbia River bottom area for evidence of buried archaeological deposits and/or undisturbed original landforms. If either are determined to be present, the Design-Builder CRT shall design and implement an archaeological testing strategy for the horizontal and vertical footprint of the bridge supports and construction work limits.
- No resource mitigation will be required for geotechnical site investigations.
- The activity is exempt from State Environmental Policy Act (SEPA), Shoreline Management Act (Revised Code of Washington (RCW) 90.58.030), and local agency permitting requirements.
- CONSULTANT will attend up to two (2) meetings as required with AGENCY staff and/or regulatory agency staff in Hood River to discuss permitting details.
- AGENCY will be responsible for all permit application fees.
- Joint Permit Application (JPA)/Joint Aquatic Resources Permit Application (JARPA) coordination will include up to six (6) figures.
- No effect letter will include up to four (4) figures.
- Consultant will provide up to twelve (12) hours of post-application coordination with USACE, WDFW, DSL, DEQ, Ecology, DNR, and City of White Salmon.
- CONSULTANT will provide up to eight (8) hours of post-application coordination with the Design-Builder CRT, Oregon SHPO, and/or DAHP, as applicable.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare permit applications and documentation necessary to secure permits to conduct in-water geotechnical investigations necessary for advancing project design. Applications will include:
 - US Army Corps of Engineers (USACE) Section 404 Nationwide Permit No. 6 – Survey Activities. USACE cultural resources staff must be consulted in order to fulfill applicable provisions of Section 106 of the National Historic Preservation Act and (current) special USACE-only cultural resources permitting (33 CFR Part 325, Appendix C).
 - National Marine Fisheries Service (NMFS) Standard Local Operating Procedures for Endangered Species (SLOPES) 5 Programmatic Biological Opinion Compliance
 - Oregon Department of Environmental Quality (DEQ) Section 401 Water Quality Certification
 - Oregon Department of State Lands (DSL) – Waterway Authorization
 - Washington Department of Ecology (Ecology) Section 401 Water Quality Certification
 - Washington Department of Fish and Wildlife (WDFW) Hydraulic Project Approval (HPA)
 - Washington Department of Natural Resources (DNR) Aquatic Land Use Authorization/Easement
 - Written State Environmental Policy Act (SEPA) exemption from City of White Salmon
 - Written Shoreline Substantial Development exemption from City of White Salmon

- Coordinate with USACE and appropriate fish and wildlife agencies to obtain an in-water work window variance that extends the Columbia River’s in-water work window to spring, summer, and fall seasons.
- Prepare necessary permitting information including a JPA/JARPA and figures. Applications will include:
 - Necessary supplemental forms
 - Aquatic survey
 - PROJECT background information
 - Best Management Practices (BPMs)
 - Cultural resources information (see above 33-CFR-325 Appendix C)
 - No effect memorandum for ESA compliance
- Coordinate with permitting agencies to authorize in-water geotechnical borings in 10 locations.
- Prepare exemption applications for submittal to City of White Salmon.
- Prepare Shoreline Substantial Development Permit.

Deliverable/Task:

- 9.7.1. USACE/DSL Joint Permit Application
- 9.7.2. NMFS SLOPES V Compliance
- 9.7.3. DEQ 401 C Water Quality Certification
- 9.7.4. Washington JARPA and Aquatic Use Authorization
- 9.7.5. Oregon and Washington short-term Waterway Lease Application
- 9.7.6. City of White Salmon SEPA and Shoreline Exemption

Subtask 9.8 – Preliminary Permits

Conditions:

- CONSULTANT will hold up to three (3) coordination meetings with the National Park Service (NPS), Oregon Parks and Recreation Department (OPRD), and AGENCY. Up to two (2) CONSULTANT staff, including sub-consultant, will attend meetings that will average three (3) hours, inclusive of travel.
- CONSULTANT coordination time with prospective Section 6(f) mitigation site landowners is limited to six (6) hours.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Coordinate with NPS and OPRD to determine current Section 6(f) resource boundary.
- Determine the potential extent of permanent adverse modification to Section 6(f) areas from the PROJECT.
- Coordinate with the AGENCY, NPS, and OPRD to determine potential Section 6(f) mitigation opportunities within the project area.
- Support AGENCY coordination with potential mitigation site landowners.
- Submit basic project information for USACE to determine proper Section 408 information needed for full Section 408 permission.
- Coordinate with USACE to determine Section 408 permission requirements associated with impacts to the Columbia River navigation channel.

- Coordinate with AGENCY and design team regarding design and construction information needed for USACE Section 408 permission.

Deliverable/Task:

- 9.8.1. Preliminary Section 6(f) and Section 408 permitting coordination and Section 6(f) boundary determination

TASK 10 –RIGHT OF WAY (ROW)

Subtask 10.1 – Acquisition Plan

Conditions:

- A separate Detailed Work Plan will be developed if a need for property acquisition and acquisition services is identified.
- Sub-consultant shall provide labor, equipment and materials to provide acquisition support for the PROJECT by obtaining title reports, rights of entry, appraisal reports and acquisition services for properties identified by the team.
- R/W activities shall conform to the standards contained in the Uniform Act of 1970 and amendments, on both ODOT and WSDOT Requirements, policies and procedures.
- Assume two borings, two CPTs on Oregon land (AGENCY right of way).
- Assume 10 in-water borings (five (5) on Oregon side, five (5) on Washington side).
- Assume one boring on Washington land (WSDOT right of way).

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Provide AGENCY a Right of Way Acquisition Plan for the right of way process, including State and Federal Requirements that must be followed.
- Identify parcels needed for the Geotech Scope defined in this Amendment project. Order and review Preliminary Title Reports for ownership and encumbrances. Coordinate with the project team on investigations determining ownership. Complete additional research if additional information is needed. Provide report identifying existing easements and potential needs. This work would include:
 - Research River ownership and report.
 - Review the legal descriptions for each property.
 - Review Assessors data for each property.
 - Obtain owner contact information.
- Provide an acquisition plan and preliminary schedule for the right of way process following State and Federal Guidelines.
- Prepare rights of entry documents for sites needed for drilling explorations, if needed.

Deliverable/Task:

- 10.1.1. ~~Right of Way Acquisition Plan due~~ — Completed
- 10.1.2. ~~Right of Way Needs Memo~~ — Completed

Subtask 10.2 – Appraisals

Conditions:

- A total of 35 appraisals to be completed on both the Oregon and Washington sides of the bridge.
- CONSULTANT will order appraisals.
- The appraiser must follow state and federal requirements on each side of the river and must also conform to the standards of appraisal practices.
- Appraiser to send out 15-day letter certified and maintain a diary to be included in the appendix along with a copy of the 15-day letter.
- The appraisals prepared by an MAI that is licensed in either both States or the specific State he/she is working in.
- An Appraisal review will be completed by a separate independent licensed appraiser.
- Design-Builder will provide legal descriptions, exhibit maps and construction plans for all properties.

Activities:

- Appraiser will complete an appraisal for each of the 35 parcels identified.
- Appraisal review will be completed on each appraisal.

Deliverable/Task:

10.2.1. Appraisals and appraisal reviews

10.2.2. Title Reports

Subtask 10.3 – Acquisition

Conditions:

- 35 partial acquisitions.
- Appraisals and appraisal reviews completed.
- Agency will approve offer amounts.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare a project information letter and send it to each property owner prior to the appraiser sending the 15-day letter.
- Prepare an offer package which contains the appraisal, the offer-benefit letter, any relocation benefits, a copy of the documents to be executed, an agency disclosure letter and a W-9. Offer packet will contain construction plans, exhibits and legal descriptions.
- Contact the property owner to set up an appointment to meet in person to present the agency's offer. If the owner is unavailable to meet, send the offer packet certified and by regular mail to the owner.
- Continue to work with owners until agreement is reached and documents are signed and notarized.
- Present any concerns to the agency if the owner will not reach agreement and review settlement proposals.

- Once the owner has signed and the file is complete, send the closed file to the agency for payment and recording.
- Consultant will track each acquisition and update the agency on a regular basis.
- Return the acquisition file to the AGENCY for any property owner that refuses to sign. AGENCY to determine the next steps.

Deliverable/Task:

10.3.1. 35 Completed Acquisition files

Subtask 10.4 – Relocation

Conditions:

- It has been determined that occupants for one property will be displaced.

Activities:

- Conduct an occupant interview to determine who is being displaced and what the needs of the displacee will be.
- Provide advisory services to each non-residential displacee identified—could be more than one business affected.
- Prepare proper notices, including eligibility notice to the occupants.
- Meet with those that are displaced and provide written explanation of the benefits they will receive.
- Assist the relocatees with obtaining moving estimates.
- Assist the relocatees with filing claims for reimbursement.
- Complete vacation inspection once consultant has been notified that the property has been vacated.
- Complete closing report for the relocation.

Deliverable/Task:

10.4.1. Relocation of occupants for one property

TASK 11 – ENGINEERING

Subtask 11.1 – Preliminary Engineering

Conditions:

- Preliminary engineering will be aligned with the Project Delivery Method Workshop outcomes and to the Design Acceptance Package (DAP) level.
- Scope of engineering to be aligned with Project Delivery Method decisions.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Support development of a report and recommendation on project delivery method.
- Develop engineering content for or provide engineering review of procurement documents developed under TASK 13 – CONTRACTING.

Deliverable/Task:

- 11.1.1. Draft Project Performance Criteria
- ~~11.1.2. CAD Standards and Guidelines Memo~~
- ~~11.1.3. Superstructure Memo (N/A)~~
- ~~11.1.4. Substructure Memo (N/A)~~
- 11.1.5. Baseline Geometric Layout
- ~~11.1.6. Traffic Analysis Memo~~
- ~~11.1.7. Pavement Design~~
- ~~11.1.8. Maintenance of Traffic Closure Hours and Conceptual Plans~~

Subtask 11.2 – Geotechnical Explorations

Conditions:

- A full subsurface exploration and testing work plan is not included in this scope of work.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Review the historical geotechnical and hazardous materials documents prepared by the NEPA team and information readily available in PROJECT records.
- Perform a site reconnaissance to facilitate understanding of the site constraints for field explorations, construction, and traffic staging.
- Support the permitting process with review and comments on the in-water work permit to allow the PROJECT to resubmit the permit for the next phase of geotechnical explorations.
- Support the PROJECT in evaluating the extent of geotechnical explorations recommended to be completed in upcoming project phases.
- Support the PROJECT in concept-level geotechnical risk considerations.
- Develop a Geotechnical Exploration Memo that includes a high-level cost estimate and recommendation for early Geotechnical Work.

Deliverable/Task:

- 11.2.1. Geotechnical Exploration Memo due on 09/30/2022 – Completed

Subtask 11.3 – Site Reconnaissance

Conditions:

- AGENCY will provide access to AGENCY property.
- Facilitate understanding of site conditions and constraints for completing subsurface explorations.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Observe surface conditions indicative of subsurface conditions.
 - Identify site constraints, equipment access, and staging concerns for the exploration program.
 - Identify and clearly mark proposed land exploration locations.
-

- Attend meetings with AGENCY or other parties to discuss, review, and ascertain site conditions relevant to the geotechnical work for the PROJECT.

Deliverable/Task:

No Deliverables are expected for this Subtask.

Subtask 11.4 – Subsurface Exploration Plan and Permit Support

Conditions:

- CONSULTANT shall prepare a Subsurface Exploration Plan (SEP) that shows proposed exploration locations.
- The SEP shall outline the planned exploration procedures and must outline the recommended number of locations, type, sampling and testing of subsurface explorations.
- The SEP shall include a Field Safety Plan (FSP) for all fieldwork and a Traffic Control Plan (TCP) for any on-land explorations within roadways.
- Preparation of the TCPs shall be by a flagging company licensed to work in the State of Oregon and Washington.
- The SEP shall outline CONSULTANT's proposed site restoration procedures for any areas that are disturbed during completion of the explorations.
- Review and acceptance of SEP by the AGENCY to be completed at least five (5) days prior to start of scheduled field explorations.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Review available as-built drawings of all utilities and roadway structures that the AGENCY provides.
- Utilize the public On-Call Utility Locating System to locate all utilities with required use of private utility locators.
- Support PROJECT permitting application/renewal process for geotechnical activities by providing relevant information and documentation.

Deliverable/Task:

11.4.1. Subsurface Exploration Plan

Subtask 11.5 – Subsurface Explorations and Testing

Conditions:

- No restriction of work hours.
- CONSULTANT shall coordinate with AGENCY and receive AGENCY's permits for all subsurface explorations located within the public right of way (ROW).
- Washington land borings are within WSDOT ROW and no coordination with railroads is required.
- AGENCY shall provide a slip to dock boat used for daily transport between land and barge.

- CONSULTANT shall proceed with subsurface explorations only after receiving notification that all required permits, archaeological clearances, and utility locates are completed.
- CONSULTANT shall construct all monitoring wells according to ODWR regulations.
- Oregon land borings are within AGENCY property/ROW.
- AGENCY shall provide a staging area to store drilling supplies and equipment.
- The AGENCY boat ramp shall be available to load and unload the drill rig.
- Investigation-derived waste (IDW) like soil cuttings, drilling fluid, etc., assumed to be clean and will be disposed of as clean material.
- Casing assumed to be not required to perform suspension logging in borings.
- CONSULTANT shall provide an engineer or geologist to supervise field operations and document explorations.
- Archeological or tribal monitoring will not impede drilling progress.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Perform subsurface explorations as detailed below:
 - Two (2) Mud Rotary Borings (with one (1) vibrating wire piezometer (VWP) to be installed in one (1) boring) between depths of 80 to 100 feet for the Oregon approach/abutment
 - Two (2) Cone Penetration Tests between depths of 70 to 100 feet for the Oregon approach/abutment
 - 10 Mud Rotary Borings (with suspension logging performed in two (2) borings) between depths 35 to 160 feet for in-water bridge bents
- Complete suspension logging to collect in-situ shear wave velocity measurements in two (2) in-water borings.
- Install a VWP with datalogger to measure groundwater levels at the Oregon approach for geotechnical analysis and design.
- Download groundwater data from datalogger at approximately six (6)-month intervals for two (2) years after installation.
- Backfill resulting holes in accordance with applicable requirements and patch borings advanced through paved surfaces with AGENCY-approved quick-setting, non-shrink grout.
- Place soil cuttings in DOT-approved 55-gallon drums and transport to an appropriate facility.
- Complete analytical testing to characterize materials for disposal.
- Dispose material at an appropriate off-site landfill.

Deliverable/Task:

11.5.1. Subsurface Explorations Reporting

Subtask 11.6 – Laboratory Testing

Conditions:

- All rock cores shall be photographed prior to testing.
- In addition to standard testing of soil and rock samples, up to four (4) suites of cyclic direct simple shear (CDSS) testing on undisturbed samples of fine-grained soils

focused on the in-water borings, and up to two (2) Cerchar Abrasivity Index tests on rock core sample are also anticipated.

- AGENCY shall provide a location to store samples through duration of construction.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Perform laboratory testing on soil and rock samples obtained from the explorations to verify field characterizations, assist in determining geological unit boundaries, and provide engineering parameters for geotechnical design by stratigraphic layers.

Deliverable/Task:

No deliverables are expected as part of this Subtask.

Subtask 11.7 – **Geotechnical Data Report**

Conditions:

- CONSULTANT shall prepare one (1) draft and one (1) final Geotechnical Data Report.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare a Geotechnical Data Report documenting the field exploration methods and observations, subsurface conditions, field testing results, laboratory test data and results, exploration logs, and exploration photos.

Deliverable/Task:

11.7.1. Draft Geotechnical Data Report

11.7.2. Final Geotechnical Data Report

Subtask 11.8 – **Preliminary Geotechnical Analysis and Memorandum**

Conditions:

- The analysis shall include the following key geotechnical issues:
 - Seismic design criteria
 - Up to three (3) seismic site response profiles
 - Seismic and geological hazards
 - Development of geologic profile for proposed bridge alignment
 - Liquefaction and lateral spread analyses for existing conditions
 - Limited equilibrium analyses and Newmark-based deformation analyses for existing conditions
 - North and South approaches static and seismic stability and settlement
 - Mitigation alternatives for seismic and geologic hazards
 - Conceptual-level ground improvement options and footprint
 - Limit equilibrium analyses and Newmark-based deformation analyses for conceptual ground improvement footprint and target deformation
 - Preliminary deep foundation options, including drilled shafts and driven piles

- Estimates of axial and lateral capacity for up to four (4) foundation types/diameters for up to five (5) representative pier locations
- Memorandum is at conceptual/preliminary design level of effort.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Preliminary analyses of the field and laboratory test data to develop initial geotechnical recommendations for design and construction of proposed improvements.

Deliverable/Task:

11.8.1. Preliminary Geotechnical Analysis and Memorandum

Subtask 11.9 – Meetings

Conditions:

- CONSULTANT shall prepare for attending one (1) in-person kick-off meeting for up to four (4) hours, and twelve (12) ad-hoc Geotech specific meetings for up to two (2) hours, with one (1) hour preparation time and follow up.

Activities:

No specific Activities for this Subtask.

Deliverable/Task:

11.9.1. E-mail meeting summaries as appropriate

Subtask 11.10 – Contract Management

Conditions:

No specific Conditions for this Subtask.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Prepare monthly invoices and progress reports.
- Update and maintain PROJECT records.
- Manage Geotechnical contracts.

Deliverable/Task:

11.10.1. Monthly invoices & Progress Reports

Subtask 11.11 – **Optional Services**

Conditions:

Activities:

Deliverable/Task:

Subtask 11.12 – **Utility Relocation**

Conditions:

- Notwithstanding the results of the records check and/or surface survey, all ground-disturbing operations must be monitored by both Tribal and Design-Builder CRT staff.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Research and gather available existing record drawing information from franchise utilities.
- Prepare a summary of potential utility conflicts in a tabular form to include name of public or private utility company affected; description of conflict; action to be taken to resolve conflict.
- Perform utility coordination, including document reviews.
- Contact known utility providers to verify existing infrastructure.
- Identify needs for MOA with utility owners and local jurisdictions.
- Summarize potential utility conflicts and potential areas that would benefit from future pothole investigations.
- Develop existing utility plans.
- Prior to all ground-disturbing operations associated with utility relocations, ensure the Design-Builder CRT perform a background records search, and potentially a surface and possibly limited subsurface archaeological survey to check for the presence or absence of cultural sites. Deliverable/Task:

11.12.1. Utility Conflict Matrix

~~11.12.2. Utility Coordination Plan~~

Subtask 11.13 – **Survey**

Conditions:

- Land side only survey shall be performed in the mapped areas of the PROJECT NEPA footprint with additional coverage at the Port's marina area.
- Right of way will be from previous work.
- Project datum will be Oregon Coordinate Reference System, Columbia River East Zone (NAVD 88).
- Detailed, final design-level topographical and bathymetric survey will be part of a future authorization.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Coordinate with AGENCY on data gathering and validation of data provided by the AGENCY and other sources.
- Complete final evaluation of existing fieldwork, surveying, and as-built data to confirm PROJECT existing conditions.
- Complete final research and evaluation of right of way locations and jurisdictional boundaries.
- Develop a PROJECT Digital Terrain Model (DTM) that models the existing ground surface shape adequately to prepare base mapping with one (1)-foot interval contours.
- Using conceptual bridge design information, provide recommended fieldwork and surveying information for future work authorizations.

Deliverable/Task:

- 11.13.1. Technical Memorandum
- 11.13.2. Microstation base map

TASK 12 – **CONSTRUCTION**

Subtask 12.1 – **Constructability Staging Evaluation**

Conditions:

- Scheme project constructability with the AGENCY. Up to six (6) CONSULTANT staff, including sub-consultant, will attend. Meeting will last up to four (4) hours.
- Up to eight (8) hours of preparatory work per consultant.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Identify and evaluate potential construction staging and laydown areas.
- Evaluate wind currents, river tides, staging, yard availability, casting yard, etc.
- Review logistics of access for delivering, assembling, and disassembling cranes and material.
- Review similarities/differences of construction options.
- Evaluate marine vessel traffic to define short-term (24 to 72 hour) channel closures requirements.
- Marine/Logistics Analysis.
- Prior to the identification of staging areas, the Design-Builder CRT must perform a background records search, and potentially a surface and possibly limited subsurface archaeological survey to check for the presence or absence of cultural sites. Notwithstanding the results of the records check and/or surface survey, all ground-disturbing operations must be monitored by both Tribal and Design-Builder CRT staff.

Deliverable/Task:

- 12.1.1. Summarize Constructability Staging Options

TASK 13 – **CONTRACTING**

Subtask 13.1 – **Contract Procurement**

Conditions:

- Professional Services procurements will be qualifications-based selections consistent with Oregon and FAR rules and will not be evaluated on basis of cost during evaluation process.
- Progressive Design-Build procurement will be a qualifications-based selection with a cost component.
- Contracts will be written to conform with regulations of financial source of funds for the contract.
- CONSULTANT will develop procurement notices and advertisements. CONSULTANT will support the AGENCY in publishing procurement notices and advertisements on appropriate forums, and will post procurement documents for all contracts, e.g., Oregon Buys, DJC.
- CONSULTANT will provide the Procurement Specialist for each procurement.
- AGENCY will provide panel members for review and scoring and acceptance of requested procurement documents.
- Up to two (2) CONSULTANT or sub-consultant staff are assumed to be part of the evaluation committee for each procurement.
- AGENCY will maintain final authority to accept or reject proposals.
- Legal reviews and approvals will be by the AGENCY's designated legal counsel.
- AGENCY review will be completed within 10 working days of Deliverable from CONSULTANT.
- External review periods are assumed to be 10 working days. Delayed response by external reviewers will affect delivery schedule.
- Reviews involving Oregon Department of Justice (DOJ) are assumed to be 20 working days from delivery of review document(s) from CONSULTANT.
- CONSULTANT will deliver procurement documents digitally (DOCX for drafts and PDF for final).
- Proposal responses will be received digitally; no hard-copy prints will be made.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Author contract procurement documents to support AGENCY procurements
- CONSULTANT will host a pre-proposal meeting for each procurement. Each meeting will be one (1) hour in length and be attended by three (3) project team members. CONSULTANT will prepare a presentation and manage attendance lists.
- CONSULTANT will respond to questions from proposers and prepare addendum(s) as needed.
- CONSULTANT will hold 1:1 Meetings with Proposers.
- CONSULTANT will author evaluation criteria for each procurement, train evaluators, and facilitate evaluation review meetings.

- CONSULTANT will review mandatory criteria and recommend pass/fail determination to AGENCY.
- CONSULTANT will provide an ICE for each procurement.
- CONSULTANT will provide technical support and an independent estimate validation for the level of effort needed to perform the scope defined in the PDB RFP/RFQ in support of the AGENCY's negotiations, award and execution of contracts.

Deliverable/Task:

13.1.1. Procurement Documents

Subtask 13.2 – Meetings

Conditions:

- General coordination meetings are separately scoped and budgeted under Task 1.
- Assumptions for staffing, duration and number of each meeting conducted under this subtask are detailed in the deliverables.
- Pre-proposal, proposal review/evaluation committee and interview will be in-person. All other meetings will be virtual.

Activities:

The CONSULTANT shall perform the following in support of the SERVICES:

- Meetings related to each procurement will include:
 - Procurement briefing with the AGENCY and up to two (2) CONSULTANT staff, including sub-consultant; it will last up to one (1) hour and will be conducted in person and/or virtually by video/phone conference.
 - External procurement briefing between the AGENCY and up to two (2) CONSULTANT staff, including sub-consultant, and WSDOT, ODOT and FHWA; each will last up to one (1) hour and will be conducted in person and/or virtually by video/phone conference.
 - Support the facilitation of an external procurement briefing between the AGENCY and up to two (2) CONSULTANT staff, including sub-consultant, and Oregon DOJ; it will last up to one (1) hour and will be conducted in person and/or virtually by video/phone conference.
 - Legal counsel or advisor sufficiency reviews will be attended by the AGENCY and up to two (2) CONSULTANT staff. Meetings will last up to one (1) hour each and are assumed to be virtual.
- Each procurement will include up to three (3) meetings between the AGENCY and up to four (4) CONSULTANT staff, including sub-consultant, and three (3) proposers; each will last up to two (2) hours and will be conducted in person and/or virtually by video/phone conference.
- Meetings and events with evaluation committees are included in Subtask 13.2 scope and budget.

Deliverable/Task:

13.2.1. Procurement Meeting Materials (Agenda, Notes and Action Items) as per CONSULTANT DELIVERABLE STANDARDS

Subtask 13.3 – Request for Proposal (RFP) Development

Conditions:

- The White Salmon Hood River Bridge Replacement Project will be procured using a one-phase Progressive Design-Build (PDB) RFP.
- The PDB will be selected using qualifications criteria and a cost component.
- RFP and PDB selection will be consistent with Oregon and Federal requirements.
- AGENCY's designated legal counsel will draft the terms and conditions and provide legal review or approvals.
- Final deliverable review assumes one internal review draft, one AGENCY/STAKEHOLDER (ODOT, Oregon DOJ, WSDOT, Local Tribes, etc.) review draft, one Industry review, and a final version for public advertisement.
- AGENCY/STAKEHOLDER review will be completed within 15 working days of delivery from CONSULTANT. Delayed response by external reviewers will affect delivery schedule.
- CONSULTANT will deliver procurement documents digitally (DOCX for drafts and PDF for final).

Activities:

- Develop supporting documents as required by Oregon State code to support procurement method.
- Author procurement documents for the PDB Contract, including:
 - Solicitation Notices
 - Instructions to Proposers, Evaluation Criteria, and Forms
 - PDB Statements of Work
 - Technical requirements include the following disciplines as needed
 - Project Management and Controls
 - Communication
 - Tribal and Stakeholder Outreach
 - Survey
 - Geotechnical
 - Environmental
 - Cultural Resources/Archaeology
 - Roadway
 - Utilities
 - Structures
 - Hydraulics
 - Landscape and Aesthetics
 - Traffic Signals
 - Illumination
 - Signing
 - Pavement Markings and Delineators
 - Intelligent Transportation Systems
 - Tolling
 - Pavement
 - Maintenance of Traffic
 - Railroad
 - Right of Way

- Develop PDB RFP reference documents and organize existing documents.
- Review and comment on PDB terms and conditions.

Deliverable/Task:

13.3.1. PDB RFP

- RFP – Agency Review
- RFP – Final Draft
- Industry and Pre-Proposal presentation and materials

Subtask 13.4 – Progressive Design-Build Contract Administration

Conditions:

- CONSULTANT will act as an agent of the AGENCY in the contract administration of the PDB contract.

Activities:

- Establish contract administration process and workflow
- Work with the Design-Builder to plan and host Partnering and Project Kick-Off meetings.
- Serve as the point of contact for correspondence, dissemination of instructions, and receipt of deliverables related to the contract. .
- Support the identification, documentation and resolution of minor disputes and facilitate the dispute escalation process.
- Monitor the Design-Builder’s subconsultant and subcontractor procurement process, provide guidance, and review subcontracts to ensure compliance with federal and state requirements.
- Monitor the Design-Builder’s implementation of its safety plan, project controls, and quality processes.
- Monitor the Design-Builder’s progress and performance to ensure conformance to the contract, state, and federal requirements and document significant events such as deficiencies, deliverables, and milestones and exercise remedies.
- Monitor for payment of prevailing wages and compliance with certified payroll requirements.
- Interpret contractual provisions and provide recommendations to AGENCY
- Review invoices for proper documentation and progress consistent with the contractual requirements and policies and procedures and recommend payment by AGENCY.
- Perform change management activities, including collaborate with AGENCY to determine entitlement for changes, evaluate potential impacts of changes, negotiate and draft contract amendments.
- Facilitate the claims process and review claims for proper adherence to notice requirements.
- Maintain contract documentation file.
- Facilitate and respond to federal and state audits as needed.
- Performing close-out activities for transition from each Phase, off-ramp, or at project completion, including acceptance of work and final deliverables such as warranties, manuals, and as-builts and processing final payment.

Deliverable/Task:

13.4.1. PDB Contract Administration

TASK 14 –Phase 1A Planning Phase

Subtask 14.1 – Design Oversight

Conditions:

- CONSULTANT will act as an agent of the AGENCY in the determination of all technical elements of the PROJECT.
- CONSULTANT will act as an agent of the AGENCY in the direct management of the Design-Builder.

Activities:

- Review Design-Builder Project Management Plan.
- Review reference information provided by the Design-Builder, including Design-Builder's verification of AGENCY-provided material.
- Support the AGENCY in the technical evaluation of any alternatives provided by the Design-Builder that are not consistent with the Preferred Alternative identified in the Final Environmental Impact Statement (FEIS).
- Review technical information provided by Design-Builder in support of pricing estimates submitted by the Design-Builder.
- Support development of CAD standards and guidelines.
- Review CAD services to support project needs.
- Support development of vertical and horizontal alignments to set final navigational clearances.
- Support development of vertical and horizontal alignments to set minimum clearance envelopes for railroad.
- Oversee advancement of engineering to develop project performance criteria and specifications.
- Oversee development of engineering to support regulatory compliance in submittal of permit applications.
- Support defining typical section elements for the PROJECT, including analysis for bicycle/pedestrian accommodation.
- Oversee development of pavement designs.
- Review Design-Builder submittals for definitions of traffic data, preliminary recommendations on lane configurations, turning lanes, and intersection control type.
- Oversee development of allowable lane/roadway closure hours.
- Oversee development of conceptual Maintenance of Traffic (MOT) plans.
- Review Design-Builder submittals during Phase 1A Planning Phase to ensure the Design-Builder addresses all comments in a satisfactory manner.
- Attend technical meetings or conference calls with the Design-Builder to resolve comments or discuss difference in interpretation of the PDB contract or provide direction on technical issues.
- Prepare on behalf of the AGENCY draft correspondence and notices that may be required under the PDB contract.

- Support the AGENCY in negotiations with the Design-Builder leading to agreement of Design-Builder scope and price for Phase 1B Pre-Construction Phase.
- Support the AGENCY with contractual protocols leading to “off-ramp” at the end of Phase 1A – Planning Phase and termination of the Design-Build agreement if imposed.
- Determine the need for Early Works Packages.
- Assist the AGENCY in the development and analysis of Early Works Package budgets.
- Assist the Owner to make any final amendments necessary to the Design-Build Contract, including the incorporation of Design-Builder-provided specifications and Technical Provisions and the adjustment of any commercial terms.
- Track and Monitor outside agencies’ (cities, counties, WSDOT, ODOT, Utilities, BNSF) performance and compliance with agreements.

Deliverable/Task:

- 14.1.1. Civil (Roadway, Pavement Markings and Delineators, Hydraulics)
- 14.1.2. Utilities & Survey
- 14.1.3. Structural (Sub-Structure, Super-Structure) and Geotechnical
- 14.1.4. Landscape and Aesthetics
- 14.1.5. Traffic (Operations, ITS, Signals, Signing, MOT, Illumination)
- 14.1.6. Toll Infrastructure

Subtask 14.2 – Constructability Oversight

Conditions:

Activities:

- Support the AGENCY in the technical evaluation of any alternatives provided by the Design-Builder that are not consistent with the Preferred Alternative identified in the FEIS.
- Review technical information provided by the Design-Builder in support of pricing estimates submitted by the Design-Builder.
- Prepare on behalf of the AGENCY draft correspondence and notices that may be required under the PDB contract.
- Support the AGENCY in negotiations with the Design-Builder leading to agreement of Design-Builder scope and price for Phase 1B Pre-Construction Phase.
- Evaluate the need for Early Works Packages and help determine priority.

Deliverable/Task:

- 14.2.1. Constructability Oversight

Subtask 14.3 – Stakeholder Coordination

Conditions:

- CONSULTANT will act as an agent of the AGENCY in the coordination and oversight of Design-Builder’s Phase 1A environmental verification and regulatory compliance tasks.

- Existing railroad facilities will remain in operation during construction except for limited, short-term work.
- CONSULTANT will hold coordination meetings with BNSF and Union Pacific (UP), up to six (6) total per year. Up to two (2) CONSULTANT staff, including sub-consultant, will attend meetings that will average one (1) hour.
- CONSULTANT will coordinate with the AGENCY on the names and contact info for key railroad officials with BNSF and UP and to develop background information about AGENCY's previous discussions or correspondence with elected officials.

Activities:

- Review Design-Builder's Environmental Compliance Plan.
- Review regulatory compliance reference information provided by the Design-Builder, including Design-Builder's verification of AGENCY-provided material.
- Support the AGENCY and Design-Builder in the technical evaluation of Design-Builder's design advancements for consistency with the Preferred Alternative identified in the FEIS.
- Review Design-Builder environmental project site verification submittals during Phase 1A to ensure the Design-Builder addresses all review comments in a satisfactory manner.
- Serve as liaison for the AGENCY with regulatory agencies throughout Phase 1A.
- Attend up to 24 bi-monthly regulatory compliance coordination meetings with Agency and Design-Builder. Project team regulatory compliance coordination meetings shall last up to five (5) hours, inclusive of travel.
- Attend up to 16 quarterly regulatory compliance coordination meetings with Agency, Design-Builder, and federal, state, and local regulatory agencies. Regulatory agency compliance coordination meetings shall last up to six (6) hours, inclusive of travel.
- Review comments and feedback for Design-Builder's Environmental Compliance Plan.
- Review comments and feedback for Design-Builder environmental verification documentation submittals with AGENCY and Design-Builder.
- Review comments and feedback for Design-Builder's regulatory compliance meeting minutes.
- Oversee development of preliminary allowable lane/roadway closure hours.
- Oversee development of conceptual MOT plans.
- Support the AGENCY in coordination and discussions with BNSF and UP.
- Support the establishment of minimum horizontal and vertical clearance envelopes for existing tracks.
- Coordinate with structures design team regarding the required railroad criteria.
- Support the development of railroad mitigation agreement

Deliverable/Task:

- 14.3.1. Tribal and Cultural Resource Agency
- 14.3.2. Regulatory Compliance and Oversight
- 14.3.3. Railroad

TASK 15 –Phase 1B Pre-Construction Phase

Subtask 15.1 – Design Oversight

Conditions:

- CONSULTANT will hold coordination meetings with BNSF and Union Pacific (UP), up to six (6) total per year. Up to two (2) CONSULTANT staff, including sub-consultant, will attend meetings that will average one (1) hour.

Activities:

- Review and collaborate with the Design-Builder regarding design progression and conduct “over the shoulder” reviews of the design.
- Review the Design-Builder’s design work products as they progress from Planning Phase to the level of completeness defined in the PDB contract and needed for establishing a Guaranteed Maximum Price (GMP).
- Provide technical staff to be located in the office of the Engineer of Record as necessary to provide design oversight of project designs prior to submission for review.
- Review Design-Builder’s design quality plans.
- Assist the AGENCY by providing direction to the Design-Builder with respect to budget, affordability and potential scope optimization prior to establishing the GMP.
- Attend and contribute to Design-Builder constructability reviews (reviewing design to the materials and practices that are most efficient).
- Attend and contribute to Design-Builder’s construction phasing and logistic planning and construction packaging strategy workshops.
- Attend and contribute to Design-Builder’s value engineering and life cycle management workshops.
- Review drawings and specifications to assure conformance with the Design-Build Agreement and that all comments have been resolved. The review shall include drawings, specifications, reports, calculations, structural, civil, traffic, and hydraulics engineering to assure they are in conformance with the AGENCY’s policies, manuals, engineering bulletins, the RFP documents and applicable codes and standards.
- Bring to the AGENCY’s attention for resolution technical differences of opinion between the Replacement Bridge Management Contract (RBMC) and the Engineer of Record regarding designs or details for resolution.
- Review the Design-Builder’s submittals for Early Works Packages.
- Support the AGENCY with contractual protocols leading to “off-ramp” at the end of Phase 1B – Pre-Construction Phase and termination of the Design-Build agreement, if imposed.
- Support the AGENCY in negotiations with the Design-Builder leading to agreement of Design-Builder scope and price for Phase 2 - Construction Phase.

Deliverable/Task:

- 15.1.1. Civil (Roadway, Pavement Markings and Delineators, Hydraulics)
- 15.1.2. Utilities & Survey
- 15.1.3. Structural (Sub-Structure, Super-Structure) and Geotechnical
- 15.1.4. Landscape and Aesthetics

- 15.1.5. Traffic (Operations, ITS, Signals, Signing, MOT, Illumination)
- 15.1.6. Toll Infrastructure

Subtask 15.2 – Constructability Oversight

Conditions:

Activities:

- Review the Design-Builder’s design work products as they progress from Planning Phase to the level of completeness defined in the PDB contract and ensure the plans are constructable within the permit restrictions and other agreements in place for the PROJECT.
- Attend and lead the Design-Builder constructability reviews (reviewing design to the materials and practices that are most efficient).
- Attend and contribute to Design-Builder’s construction phasing and logistic planning and construction packaging strategy workshops.
- Support the AGENCY in negotiations with the Design-Builder leading to agreement of Design-Builder scope and price for Phase 2 - Construction Phase.

Deliverable/Task:

15.2.1. Constructability Oversight

Subtask 15.3 – Coordination

Conditions:

- CONSULTANT will act as an agent of the AGENCY in the coordination and oversight of Design-Builder’s Phase 1B regulatory compliance and permitting tasks and deliverables.

Activities:

- Review Design-Builder’s updated Environmental Compliance Plan (ECP).
- Support the AGENCY and Design-Builder in the technical evaluation of Design-Builder’s design advancements for consistency with the Preferred Alternative identified in the FEIS.
- Review and provide quality control support of Design-Builder’s regulatory compliance documentation and permit application submittals during Phase 1B to support regulatory approvals and authorizations necessary for project construction.
- Serve as liaison for the AGENCY with regulatory agencies throughout Phase 1B.
- Attend up to 48 bi-monthly regulatory compliance coordination meetings with Agency and Design-Builder. Project team regulatory compliance coordination meetings shall last up to five (5) hours, inclusive of travel.
- Attend up to 32 quarterly regulatory compliance coordination meetings with Agency, Design-Builder, and federal, state, and local regulatory agencies. Regulatory agency compliance coordination meetings shall last up to six (6) hours, inclusive of travel.
- Review comments and feedback for Design-Builder’s updated ECP.
- Review comments and feedback for Design-Builder’s regulatory compliance and permit application deliverables.

- Review comments and feedback for Design-Builder’s regulatory compliance meeting minutes.
- Support the AGENCY in coordination and discussions with BNSF and UP.
- Support the development of railroad mitigation agreement

Deliverable/Task:

- 15.3.1. Tribal and Cultural Resource Agency
- 15.3.2. Regulatory Compliance and Oversight
- 15.3.3. Railroad Coordination

TASK 16 – Phase 2 Final Design Construction

Subtask 16.1 – Design Oversight

Conditions:

Activities:

- Provide technical staff to provide additional reviews of designs as necessary.
- Bring to the AGENCY’s attention for resolution technical differences of opinion between the RBMC and the Engineer of Record regarding designs or details for resolution.
- Review and initial “Released for Construction” drawings prior to issuance to assure conformance with contract documents and that all comments have been resolved. The review shall include drawings, specifications, reports, calculations, structural, civil, traffic, and hydraulics engineering to assure they are in conformance with the Owner’s policies, manuals, engineering bulletins, the RFP documents and applicable codes and standards.

Deliverable/Task:

- 16.1.1. Civil (Roadway, Pavements Markings and Delineators, Hydraulics)
- 16.1.2. Utilities & Survey
- 16.1.3. Structural (Sub-Structure, Super-Structure) and Geotechnical
- 16.1.4. Landscape and Aesthetics
- 16.1.5. Traffic (Operations, ITS, Signals, Signing, MOT, Illumination)
- 16.1.6. Toll Infrastructure

Subtask 16.2 – Constructability Oversight

Conditions:

Activities:

- Provide technical staff to provide additional reviews of design and construction elements as necessary.

Deliverable/Task:

- 16.2.1. Constructability Oversight

Subtask 16.3 – **Coordination**

Conditions:

- CONSULTANT will act as an agent of the AGENCY in the coordination and oversight of Design-Builder’s Phase 2 regulatory compliance and permitting tasks and deliverables.

Activities:

- Review Design-Builder’s updated ECP, including all construction phase and post-construction phase environmental, cultural, and land use regulatory compliance requirements.
- Review and provide quality control support of Design-Builder’s regulatory compliance documentation and permit application submittals prepared during Phase 2 to support remaining regulatory approvals and authorizations necessary for project construction.
- Serve as liaison for the AGENCY with regulatory agencies throughout Phase 2.
- Attend up to 12 bi-monthly regulatory compliance coordination meetings with AGENCY and Design-Builder. Project team regulatory compliance coordination meetings shall last up to five (5) hours, inclusive of travel.
- Attend up to eight (8) quarterly regulatory compliance coordination meetings with AGENCY, Design-Builder, and federal, state, and local regulatory agencies. Regulatory agency compliance coordination meetings shall last up to six (6) hours, inclusive of travel.

Deliverable/Task:

- 16.3.1. Tribal and Cultural Resource Agency
- 16.3.2. Regulatory Compliance and Oversight
- 16.3.3. Railroad Coordination

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EXHIBIT B

Project: **Hood River - White Salmon Bridge Replacement Project**

Contract: **Replacement Bridge Management Contract**

Amend #: **04**

Proposal: **Year 2 Estimate & Year 1 Budget Reconciliation**

Date: **July 12, 2023**



AMENDMENT 04

Task ID	Task Description	Contract Budget	Amendment 01	Amendment 02	Amendment 03	FY2022-23 Reconciliation	FY2023-24 Estimate	Proposed Amendment 04	REVISED CONTRACT VALUE
1	Project Management & Administration	\$ 494,477.58	\$ 420,970.41	\$ -	\$ -	\$ (222,598.47)	\$ 1,499,180.16	\$ 1,276,581.68	\$ 2,192,029.68
2	Risk Management	\$ 73,128.11	\$ 83,707.71	\$ -	\$ -	\$ (102,900.86)	\$ 249,034.59	\$ 146,133.73	\$ 302,969.55
3	Change Management	\$ -	\$ 25,460.90	\$ -	\$ -	\$ (25,460.90)	\$ 62,211.75	\$ 36,750.85	\$ 62,211.75
4	Quality	\$ 28,963.31	\$ 65,992.63	\$ -	\$ -	\$ (40,969.27)	\$ 212,378.17	\$ 171,408.90	\$ 266,364.84
5	Project Controls	\$ 154,553.00	\$ 16,973.94	\$ -	\$ -	\$ (53,284.11)	\$ 395,638.51	\$ 342,354.40	\$ 513,881.34
6	Communication	\$ 113,725.72	\$ 37,065.95	\$ 123,827.04	\$ -	\$ (29,753.42)	\$ 586,456.45	\$ 556,703.03	\$ 831,321.74
7	Funding, Financing and Tolling	\$ 205,798.08	\$ 35,506.91	\$ 540,621.83	\$ -	\$ (330,390.82)	\$ 872,379.14	\$ 541,988.32	\$ 1,323,915.14
8	Delivery Method	\$ 205,374.60	\$ -	\$ -	\$ -	\$ (88,565.66)	\$ -	\$ (88,565.66)	\$ 116,808.94
9	Environmental & Regulatory	\$ 205,783.75	\$ 136,953.78	\$ 441,285.08	\$ -	\$ (441,405.17)	\$ 314,276.98	\$ (127,128.20)	\$ 656,894.42
10	Right-Of-Way	\$ 7,186.00	\$ 20,120.66	\$ -	\$ -	\$ 0.34	\$ 250,096.86	\$ 250,097.20	\$ 277,403.86
11	Engineering	\$ 34,812.33	\$ 1,074,855.97	\$ -	\$ (261,537.00)	\$ (38,558.13)	\$ 191,580.96	\$ 153,022.83	\$ 1,001,154.13
12	Construction	\$ 25,510.00	\$ 38,264.60	\$ -	\$ -	\$ (39,724.85)	\$ -	\$ (39,724.85)	\$ 24,049.75
13	Contracting	\$ 101,607.80	\$ -	\$ -	\$ 261,498.00	\$ (255,563.54)	\$ 1,113,701.17	\$ 858,137.63	\$ 1,221,243.43
14	Phase 1A Oversight	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525,025.99	\$ 525,025.99	\$ 525,025.99
15	Phase 1B Oversight	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
99	Expenses & Contingency	\$ 88,987.00	\$ 578,196.00	\$ 98,400.00	\$ 39.00	\$ (155,929.25)	\$ 338,254.02	\$ 182,324.77	\$ 947,946.77
TOTALS		\$ 1,739,907.28	\$ 2,534,069.46	\$ 1,204,133.96	\$ -	\$ (1,825,104.11)	\$ 6,732,138.93	\$ 4,907,034.82	\$ 10,385,145.51

EXHIBIT B

Project: **Hood River - White Salmon Bridge Replacement Project**

Contract: **Replacement Bridge Management Contract**

Amend #: **04**

Proposal: **Year 2 Estimate & Year 1 Budget Reconciliation**

Date: **July 12, 2023**



AMENDMENT 04

Task ID	Task Description	Contract Budget	Amendment 01	Amendment 02	Amendment 03	FY2022-23 Reconciliation	FY2023-24 Estimate	Proposed Amendment 04	REVISED CONTRACT VALUE
1	Project Management & Administration	\$ 494,477.58	\$ 420,970.41	\$ -	\$ -	\$ (222,598.47)	\$ 1,499,180.16	\$ 1,276,581.68	\$ 2,192,029.68
1.1	Project Management	\$ 154,171.46	\$ 244,532.72			\$ (112,238.96)	\$ 753,949.69	\$ 641,710.73	\$ 1,040,414.91
1.2	Chartering Workshop	\$ 17,254.61	\$ -			\$ (16,600.61)	\$ 7,596.59	\$ (9,004.02)	\$ 8,250.59
1.3	Document Control Plan	\$ 89,186.61	\$ 34,305.17			\$ (36,729.65)	\$ 84,762.70	\$ 48,033.05	\$ 171,524.83
1.4	Project Debriefs (Existing Contracts)	\$ 18,576.26	\$ 18,532.97			\$ (14,872.77)		\$ (14,872.77)	\$ 22,236.46
1.5	Contract Administration	\$ 45,813.55	\$ 55,270.18			\$ 66,495.95	\$ 310,612.49	\$ 377,108.45	\$ 478,192.17
1.6	Invoice/Progress Reporting	\$ 54,905.67	\$ 18,532.97			\$ (72,092.24)	\$ 58,745.70	\$ (13,346.54)	\$ 60,092.10
1.7	Meetings	\$ 114,569.42	\$ 49,796.40			\$ (36,560.19)	\$ 283,512.98	\$ 246,952.79	\$ 411,318.61
2	Risk Management	\$ 73,128.11	\$ 83,707.71	\$ -	\$ -	\$ (102,900.86)	\$ 249,034.59	\$ 146,133.73	\$ 302,969.55
2.1	Risk Management Plan	\$ 13,614.00	\$ -			\$ (12,151.50)	\$ 5,400.00	\$ (6,751.50)	\$ 6,862.50
2.2	Risk Workshop	\$ 16,624.75	\$ -			\$ (16,624.75)		\$ (16,624.75)	
2.3	Risk Register	\$ 42,889.36	\$ 58,246.81			\$ (72,787.45)		\$ (72,787.45)	\$ 28,348.72
2.4	Project Cost Estimate		\$ 25,460.90			\$ (1,337.16)	\$ 56,314.17	\$ 54,977.01	\$ 80,437.91
2.5	Independent Cost Estimator						\$ 187,320.42	\$ 187,320.42	\$ 187,320.42
3	Change Management	\$ -	\$ 25,460.90	\$ -	\$ -	\$ (25,460.90)	\$ 62,211.75	\$ 36,750.85	\$ 62,211.75
3.1	Change Management Plan		\$ 25,460.90			\$ (25,460.90)	\$ 3,600.00	\$ (21,860.90)	\$ 3,600.00
3.2	Change Log						\$ 58,611.75	\$ 58,611.75	\$ 58,611.75
4	Quality	\$ 28,963.31	\$ 65,992.63	\$ -	\$ -	\$ (40,969.27)	\$ 212,378.17	\$ 171,408.90	\$ 266,364.84
4.1	Quality Management Plan	\$ 25,482.00	\$ -			\$ (24,852.00)	\$ 26,714.14	\$ 1,862.14	\$ 27,344.14
4.2	Quality Training	\$ 3,481.31	\$ -			\$ (400.64)	\$ 20,958.69	\$ 20,558.05	\$ 24,039.36
4.3	Quality Assurance		\$ 65,992.63			\$ (15,716.63)	\$ 164,705.34	\$ 148,988.71	\$ 214,981.34
5	Project Controls	\$ 154,553.00	\$ 16,973.94	\$ -	\$ -	\$ (53,284.11)	\$ 395,638.51	\$ 342,354.40	\$ 513,881.34
5.1	Project Control Plan	\$ 28,470.00	\$ -			\$ (0.68)	\$ 32,027.19	\$ 32,026.51	\$ 60,496.51
5.2	Project Dashboard	\$ 19,932.00	\$ -			\$ 30.22	\$ 26,130.03	\$ 26,160.25	\$ 46,092.25
5.3	Integrated Project Schedule	\$ 41,995.00	\$ -			\$ (11,386.00)	\$ 56,215.85	\$ 44,829.85	\$ 86,824.85
5.4	Sub Project Schedules	\$ 64,156.00	\$ 16,973.94			\$ (41,927.65)	\$ 114,033.26	\$ 72,105.61	\$ 153,235.55
5.5	Financial Management and Reporting		\$ -				\$ 167,232.18	\$ 167,232.18	\$ 167,232.18
6	Communication	\$ 113,725.72	\$ 37,065.95	\$ 123,827.04	\$ -	\$ (29,753.42)	\$ 586,456.45	\$ 556,703.03	\$ 831,321.74
6.1	Public Involvement and Communication Plan	\$ 24,507.00		\$ 14,041		\$ 10,400.54	\$ 2,887.59	\$ 13,288.13	\$ 51,836.59
6.2	Strategic Communication Support	\$ 8,703.00		\$ 68,008		\$ (61,056.03)	\$ 48,499.75	\$ (12,556.29)	\$ 64,154.96
6.3	Workshops	\$ 35,314.00		\$ 4,277		\$ 67,470.75	\$ 87,323.72	\$ 154,794.47	\$ 194,385.22
6.4	Public Involvement & Project Branding	\$ 24,499.00		\$ 28,482		\$ (6,999.58)	\$ 276,746.64	\$ 269,747.05	\$ 322,727.64

EXHIBIT B

Task ID	Task Description	Contract Budget	Amendment 01	Amendment 02	Amendment 03	FY2022-23 Reconciliation	FY2023-24 Estimate	Proposed Amendment 04	REVISED CONTRACT VALUE
6.5	Meetings	\$ 20,702.72	\$ 37,065.95	\$ 9,019		\$ (39,569.09)	\$ 170,998.76	\$ 131,429.67	\$ 198,217.34
7	Funding, Financing and Tolling	\$ 205,798.08	\$ 35,506.91	\$ 540,621.83	\$ -	\$ (330,390.82)	\$ 872,379.14	\$ 541,988.32	\$ 1,323,915.14
7.1	Financial Planning/Modeling & Scenarios	\$ 33,281.91	\$ 16,973.94	\$ -		\$ 54,920.80	\$ 169,680.70	\$ 224,601.51	\$ 274,857.35
7.2	Workshops	\$ 36,776.87	\$ -	\$ -		\$ 87,652.77		\$ 87,652.77	\$ 124,429.64
7.3	Competitive Grant Services	\$ 76,684.67	\$ -	\$ 211,079.75		\$ (140,694.19)	\$ 484,871.17	\$ 344,176.98	\$ 631,941.40
7.4	Traffic and Revenue Advisory Services	\$ 3,107.82	\$ -	\$ 297,931.77		\$ (268,246.15)	\$ 54,358.00	\$ (213,888.15)	\$ 87,151.44
7.5	Meetings	\$ 55,946.81	\$ 18,532.97	\$ 31,610.31		\$ (64,024.06)	\$ 70,441.47	\$ 6,417.42	\$ 112,507.51
7.6	Toll System Design and Procurement						\$ 93,027.80	\$ 93,027.80	\$ 93,027.80
8	Delivery Method	\$ 205,374.60	\$ -	\$ -	\$ -	\$ (88,565.66)	\$ -	\$ (88,565.66)	\$ 116,808.94
8.1	Delivery Method Analysis	\$ 67,485.07				\$ 28,615.51		\$ 28,615.51	\$ 96,100.58
8.2	Delivery Method Workshop	\$ 60,629.04				\$ (60,629.04)		\$ (60,629.04)	
8.3	Industry Outreach	\$ 77,260.49				\$ (56,552.13)		\$ (56,552.13)	\$ 20,708.36
9	Environmental & Regulatory	\$ 205,783.75	\$ 136,953.78	\$ 441,285.08	\$ -	\$ (441,405.17)	\$ 314,276.98	\$ (127,128.20)	\$ 656,894.42
9.1	Environmental Coordination (NEPA)	\$ 22,749.09	\$ 8,472.22	\$ 7,310.17		\$ (21,446.72)	\$ 46,483.29	\$ 25,036.57	\$ 63,568.05
9.2	Environmental Compliance Plan	\$ 31,076.00	\$ -	\$ -		\$ (3,949.08)		\$ (3,949.08)	\$ 27,126.92
9.3	Environmental Compliance Workshop	\$ 11,441.82	\$ -	\$ -		\$ (9,087.92)		\$ (9,087.92)	\$ 2,353.90
9.4	Regulatory Agency Coordination	\$ 60,963.46	\$ -	\$ -		\$ (17,649.66)		\$ (17,649.66)	\$ 43,313.80
9.5	Tribal Coordination	\$ 57,611.56	\$ 18,532.97	\$ 412,981.05		\$ (307,279.37)	\$ 267,793.69	\$ (39,485.68)	\$ 449,639.91
9.6	Railroad Coordination	\$ 21,941.82	\$ 60,320.29	\$ -		\$ (72,029.27)		\$ (72,029.27)	\$ 10,232.84
9.7	Geotechnical Investigations Regulatory Permitting		\$ 49,628.31	\$ -		\$ (2,233.71)		\$ (2,233.71)	\$ 47,394.60
9.8	Preliminary Permits			\$ 20,993.85		\$ (7,729.45)		\$ (7,729.45)	\$ 13,264.40
10	Right-Of-Way	\$ 7,186.00	\$ 20,120.66	\$ -	\$ -	\$ 0.34	\$ 250,096.86	\$ 250,097.20	\$ 277,403.86
10.1	Right of Way (ROW) - Acquisition Plan	\$ 7,186.00	\$ 20,120.66			\$ 0.34		\$ 0.34	\$ 27,307.00
10.2	Appraisals						\$ 227,030.75	\$ 227,030.75	\$ 227,030.75
10.3	Acquisition						\$ 23,066.11	\$ 23,066.11	\$ 23,066.11
10.4	Relocation								
11	Engineering	\$ 34,812.33	\$ 1,074,855.97	\$ -	\$ (261,537.00)	\$ (38,558.13)	\$ 191,580.96	\$ 153,022.83	\$ 1,001,154.13
11.1	Preliminary Engineering		\$ 556,993.02		\$ (261,537.00)	\$ 21,758.69	\$ 191,580.96	\$ 213,339.65	\$ 508,795.67
11.2	Geotechnical - Exploration Memo	\$ 34,812.33	\$ -			\$ 34,691.04		\$ 34,691.04	\$ 69,503.37
11.3	Geotechnical - Site Reconnaissance		\$ 4,571.09			\$ (0.09)		\$ (0.09)	\$ 4,571.00
11.4	Geotechnical - Subsurface Exploration Plan		\$ 33,421.95			\$ 0.05		\$ 0.05	\$ 33,422.00
11.5	Geotechnical - Subsurface Explorations		\$ 102,700.65			\$ 0.35		\$ 0.35	\$ 102,701.00
11.6	Geotechnical - Laboratory Testing		\$ 17,683.91			\$ 0.09		\$ 0.09	\$ 17,684.00
11.7	Geotechnical - Geotech Data Report		\$ 37,777.01			\$ (0.01)		\$ (0.01)	\$ 37,777.00
11.8	Geotechnical - Preliminary Analysis and Memo		\$ 139,688.63			\$ 0.37		\$ 0.37	\$ 139,689.00
11.9	Geotechnical - Meetings		\$ 23,962.70			\$ 0.30		\$ 0.30	\$ 23,963.00
11.10*	Geotechnical - Contract Management		\$ 20,423.32			\$ (0.32)		\$ (0.32)	\$ 20,423.00
11.11	Geotechnical - Hazmat Contingency		\$ -						

EXHIBIT B

Task ID	Task Description	Contract Budget	Amendment 01	Amendment 02	Amendment 03	FY2022-23 Reconciliation	FY2023-24 Estimate	Proposed Amendment 04	REVISED CONTRACT VALUE
11.12	Utility Relocation Management		\$ 53,907.22			\$ (53,907.22)		\$ (53,907.22)	
11.13	Survey		\$ 83,726.48			\$ (41,101.39)		\$ (41,101.39)	\$ 42,625.09
12	Construction	\$ 25,510.00	\$ 38,264.60	\$ -	\$ -	\$ (39,724.85)	\$ -	\$ (39,724.85)	\$ 24,049.75
12.1	Constructability Staging Evaluation	\$ 25,510.00	\$ 38,264.60			\$ (39,724.85)		\$ (39,724.85)	\$ 24,049.75
13	Contracting	\$ 101,607.80	\$ -	\$ -	\$ 261,498.00	\$ (255,563.54)	\$ 1,113,701.17	\$ 858,137.63	\$ 1,221,243.43
13.1	Contract Procurements	\$ 69,411.98				\$ (19,450.74)	\$ 2,925.36	\$ (16,525.38)	\$ 52,886.60
13.2	Meetings	\$ 32,195.82				\$ (20,982.28)	\$ 201,048.45	\$ 180,066.17	\$ 212,261.99
13.3	RFP Development				\$ 261,498.00	\$ (215,130.52)	\$ 909,727.37	\$ 694,596.85	\$ 956,094.85
13.4	PDB Contract Administration						\$ 121,924.20	\$ 121,924.20	\$ 121,924.20
14	Phase 1A Oversight	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525,025.99	\$ 525,025.99	\$ 525,025.99
14.1	Design Oversight						\$ 445,938.52	\$ 445,938.52	\$ 445,938.52
14.2	Constructability Oversight						\$ 22,584.45	\$ 22,584.45	\$ 22,584.45
14.3	Stakeholder Coordination						\$ 56,503.03	\$ 56,503.03	\$ 56,503.03
15	Phase 1B Oversight	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15.1	Design Oversight								
15.2	Constructability Oversight								
15.3	Stakeholder Coordination								
99	Expenses & Contingency	\$ 88,987.00	\$ 578,196.00	\$ 98,400.00	\$ 39.00	\$ (155,929.25)	\$ 338,254.02	\$ 182,324.77	\$ 947,946.77
EXP.01	Project Management Expenses	\$ 6,140.00	\$ 50,650.00	\$ 37,900.00	\$ 39.00	\$ (54,636.25)	\$ 338,254.02	\$ 283,617.77	\$ 378,346.77
EXP.06	Public Engagement Expenses			\$ 60,500.00					\$ 60,500.00
EXP.11.3	Geotechnical Drilling & Testing Expenses		\$ 509,100.00						\$ 509,100.00
EXP.11.13	Survey Expenses		\$ 10,000.00			\$ (10,000.00)		\$ (10,000.00)	
CTG	Contingency	\$ 82,847.00	\$ 8,446.00			\$ (91,293.00)		\$ (91,293.00)	
TOTALS		\$ 1,739,907.28	\$ 2,534,069.46	\$ 1,204,133.96	\$ -	\$ (1,825,104.11)	\$ 6,732,138.93	\$ 4,907,034.82	\$ 10,385,145.51

Commission Memo



Prepared by: Greg Hagbery
Date: July 11, 2023
Re: Columbia Gorge News – Addendum No.1

Columbia Gorge News (CGN) has leased Suites B & C in the Marina Park #2 Building since July of 2020. Per the terms of their original agreement, CGN has the option to extend their lease and has requested a one (1) year extension. The base rent will include a 5% increase as defined in the original agreement.

RECOMMENDATION: Approve Lease with Columbia Gorge News, LLC for 809 Square Feet at 600 E. Port Marina Way.

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FIRST ADDENDUM TO LEASE

Whereas, on July 27, 2020, the Port of Hood River, an Oregon municipal corporation, as Lessor, and Columbia Gorge News LLC., an Oregon limited liability company, as Lessee, entered into a Lease Agreement of premises known as Suite B & C in the Marina Park #2 Building, located 600 E. Port Marina Way, Hood River, Oregon (“Lease”) for a term expiring on June 30, 2023, with one Lessee (2) year option to renew the Lease term; and,

Whereas, on November 24, 2021, Amendment No. 1 established the capped rate of \$0.40/sf to be observed for “Additional Rent;” and,

Whereas, Columbia Gorge News LLC requested a one (1) year extension of their current lease as opposed to the two (2) year extension option as stated in the lease agreement, now,

Therefore, the parties agree the Lease is in effect, and agree to amend the Lease as follows:

1. The Lease term shall be extended for one (1) year, terminating on June 30, 2024.

Except as modified by Amendment No.1, and this Addendum No. 1 to Lease, all terms and conditions of the Lease shall remain in full force and effect.

Lessee, Columbia Gorge News LLC

Lessor, Port of Hood River

By: _____
Chelsea Marr, Owner

By: _____
Kevin M. Greenwood
Executive Director

Date _____

Date _____

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Commission Memo



Prepared by: Mike Shannon, HNTB Replacement
Bridge Project Director

Date: July 11, 2023

Re: Hood River White Salmon Bridge Authority Insurance

Background

The Hood River White Salmon Bridge Authority (HRWSBA) came into existence on July 1, 2023, and the Authority needs public entity liability insurance. The Port's insurance agency, Scott Reynier, received quotes from Chubb, CNA, and Travelers Insurance Companies. Chubb's quote came in the lowest at \$13,658 for \$2M in coverage and \$7,092 for \$1M.

Current Quote

In order to have coverage in place July 1st, the HRWSBA agreed to bind coverage and recommended the Port authorize the agent to move forward with binding the coverage. The Authority does not have any money at this time, so the cost of the insurance will be charged to the Port's Bridge Replacement Fund, and that fund will be reimbursed by grants and/or the Bridge Authority's share of toll revenues.

RECOMMENDATION: Approve the attached quote for insurance for the new Bridge Authority.

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CHUBB®

Employers today face a dizzying array of employment laws, regulations and ongoing employment issues. Whether it involves employee discipline or termination, wage and hour, disability accommodation, or even the new frontier of social media, failure to comply with the ever-changing legal requirements can have a devastating impact on employee morale and the company's bottom line. CHUBB recognizes the unique burdens faced by employers today, and is pleased to announce that it has partnered with the nation's foremost employment and labor law firm, Littler Mendelson (Littler), to create a cutting edge employment practices risk management tool for CHUBB insureds, called EPL.

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- No cost, online and live access to the legal experts at Littler, the largest employment and labor firm in the U.S.
- Employment law updates, newsletters and related publications
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 - Employment policies and practices
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REPLACEMENT COVERAGE

In care of:

To: Scott Reynier From: Nova Nahiyán
Company: Columbia River Insurance Date: 06/26/2023
Tel: 541.490.2208 Tel: 213.678.0233
e-mail: scott@columbiariverins.com e-mail: Nova.nahiyán@Chubb.com
Re: POL Quote Pages including cover: 10
Licensed COLUMBIA RIVER INSURANCE
Producer: INC

CHUBB®

Account: Hood River White Salmon Bridge Authority
Insured Address: 300 Port Marina Drive
Hood River, OR, 97031
Line of Coverage: ACE Municipal Advantage Public Entity Liability
Type of Submission: New Business
Insuring Company: ACE American Insurance Company
Effective Date: 07/01/2023
Expiration Date: 07/01/2024

Dear Scott,

I am pleased to offer the attached quotation for Hood River White Salmon Bridge Authority. The commission payable for placement of this business is 15%.

Thank you for considering the Chubb USA Companies as your market of choice. We look forward to working with you. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Nova Nahiyán
Underwriter

Chubb – NA Financial Lines

The Insurer hereby indicates the coverage described below. However, any obligations the Insurer may have under this indication are conditioned upon each of the following conditions having first been met:

1. The Applicant has submitted to the Insurer the following documents, and the Insurer has received such documents no later than close of business on [08/11/2023]:
 - Do you have a Covid-19 vaccine mandate?
 - If so, please describe or provide the COVID vaccination policy, including the process for reviewing vaccine exemption requests. Approximately how many medical and religious exemptions were requested and how many were granted? Please break out medical vs. religious exemption numbers.
 - Please describe the process in place to ensure the exemption process is properly administered.
2. If coverage is subsequently bound by the Insurer, the Applicant has remitted the premium specified below to the Insurer so that the Insurer receives the premium no later than close of business on the 30th day from the date of this Binder or the Effective Date of this policy, whichever is later.

PREMIUM INDICATION(S):

ACE Municipal Advantage Public Entity Liability Terms:

Option 1:

	Limit of Liability Each Claim / Aggregate	Crisis Management Fund	Deductible or SIR Each Claim*	Premium (Policy Period)	Terrorism Risk Insurance Act Premium	TOTAL PREMIUM DUE**
1	\$1,000,000 / \$1,000,000	\$25,000	IA. \$0 IA.2 and IB.\$ 25,000 IC. \$25,000	\$7,092	\$0	\$7,092

Option 2:

	Limit of Liability Each Claim / Aggregate	Crisis Management Fund	Deductible or SIR Each Claim*	Premium (Policy Period)	Terrorism Risk Insurance Act Premium	TOTAL PREMIUM DUE**
2	\$2,000,000 / \$2,000,000	\$25,000	IA. \$0 IA.2 and IB.\$ 35,000 IC. \$35,000	\$13,658	\$0	\$13,658

*A. Public Officials' Liability B. Public Entity Reimbursement & Public Entity Liability C. Employment Practices Liability

**Any applicable taxes, surcharges or countersignature fees, etc., are in addition to the above quoted figures. Your office is responsible for making State Surplus Lines Filings and complying with all applicable laws.

Please note the following:

1. The policy includes terrorism coverage required by the Terrorism Risk Insurance Act of 2002. The Premium for the coverage is set forth above.
2. If bound, the insurance policy will include access to EPL Risk Management Services. EPL Risk Management Services is an interactive loss control activity available to ACE Municipal Advantage Public Entity Liability policyholders as part of CHUBB Financial Lines loss control services. The activity is available to policyholders at no additional cost, and there is no requirement that policyholders use the program. All communications with the EPL Risk Management Services are strictly confidential and will not be disclosed

to the Insurer. Please see the enclosed material for more information about the EPL Risk Management Services

Policy Form Number: PF-23535 / PF-23536 (01/08)

Extended Reporting Period: 12 months for 100% of last annual premium

The following Endorsements will be added to the basic contract(s):

Endorsement Title	Additional Information (if applicable)	Number
1. Signatures		CC-1K11j (03/21)
2. Notice Amended Endorsement		PF-33468 (02/11)
3. Trade Or Economic Sanctions Endorsement		PF-46422 (07/15)
4. Network Security or Privacy Exclusion		PF-37210 (02/12)
5. False Claims Act Exclusion		PF-38981 (01/13)
6. OR Amendatory		PF-23607a (06/09)
7. Third Party EPL Coverage Exclusion		PF-23569 (01/08)
8. Bond Exclusion		PF-23541 (01/08)
9. New Enhancement – Non Monetary Defense \$250K		PF-23556 (01/08)
10. Limits of Liability Amended Endorsement		PF-299861 (04/20)

Terrorism Endorsements:

Disclosure Pursuant to Terrorism Risk Insurance Act	TRIA-11e (08/20)
Cap On Losses From Certified Acts Of Terrorism	PF-17705b (01/15)

Policy Addendums:

U.S. Treasury Department’s Office Of Foreign Assets Control (“OFAC”) Advisory Notice to Policyholders	PF-17914a (04/16)
Chubb Producer Compensation Practices & Policies	ALL-20887a (03/16)

This indication will remain valid for: 30 days

If between the date of this Indication and the Effective Date of the policy there is a significant adverse change in the condition of this Applicant, or an occurrence of an event, or other circumstances which could substantially change the underwriting evaluation of the Applicant, then, at the Insurer's option, this quotation may be withdrawn by written notice thereof to Applicant. The Insurer also reserves the right to modify the final terms and conditions upon review of the completed application and any other information requested by the underwriter herein. If such material change in the risk is discovered after binding, the insurance coverage will be void ab initio ("from the beginning").

Note: If the Insuring Company noted above is either Westchester Surplus Lines Insurance Company or Illinois Union Insurance Company, then this insurance is issued pursuant to the state Surplus Lines laws that the insured is domiciled. Persons insured by Surplus Lines carriers do not have the protection of the above captioned state's Guaranty Act to the extent of any right of recovery for the obligation of an insolvent unlicensed insurer. **For purposes of surplus lines compliance, we require the producer to confirm, upon the binding of this placement, the insured's "home state" as defined in the Nonadmitted and Reinsurance Reform Act of 2010 (NRRA). If the state set forth in "Insured Address" in this quote is the insured's "home state," then no action is required. However, if the insured's "home state" is other than that set forth in "Insured Address," then you must notify us in writing prior to placement of the correct "home state" of the insured.**

Any applicable taxes, surcharges or countersignature fees, etc., are in addition to the above quoted figures. Your office is responsible for making State Surplus Lines Filings and complying with all applicable laws.

Sincerely,

Nova Nahiyah
Underwriter

Chubb – NA Financial Lines

Chubb. Insured.SM

STATEMENT OF SURPLUS LINES PRODUCER

- Illinois Union Insurance Company**
- Westchester Surplus Lines Insurance Company**

INSURED: _____ **<Insured Name>** _____

POLICY NUMBER: _____ **<Policy Number>** _____

This policy is being written on a surplus lines basis in the state of: **<State>**

As the producing broker, it is your responsibility to comply with the surplus lines regulations in the state and to arrange for the payment of the applicable state tax and/or stamping fee on this policy.

Please acknowledge by completing and returning this form that you either are paying or are arranging for the payment of the required tax and/or stamping fee, and that you are complying with any surplus lines requirements in the state.

This policy cannot be released until the information requested in this form has been provided to us by you. Please contact us and provide all information requested in this form or, alternatively, complete and return it to the above address immediately.

Name of Producing Broker:

Agency Name

Address:

Agency Address

We, as a licensed surplus lines broker in the above state, are handling surplus lines tax payments and any other surplus lines requirements. Our surplus lines license number is:

Agency License number: **<Agency License #>**

Agent License number: **<Agent License #>**

If applicable: New Jersey S/L License number: **<NJ S/L License #>**

(Required for all NJ policies)

If applicable: Additional NJ Surplus Lines Tax Number: **<NJ S/L Tax #>**

(Required for all NJ policies and is a nine digit number)

The following surplus lines broker is handling all taxes and requirements:

Name: **<Surplus Lines Broker Name and Broker Contact Name>**

Address: **<Address of Surplus Lines Broker>**

Tax/fee to be paid: \$ _____

Name of person completing form: _____

Signature: _____

Date: _____

**POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM
INSURANCE COVERAGE**

Coverage for acts of terrorism is included in your policy. As defined in Section 102(1) of the Act: The term “act of terrorism” means any act or acts that are certified by the Secretary of the Treasury---in consultation with the Secretary of Homeland Security, and the Attorney General of the United States--

-to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. However, your policy may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government will reimburse 80% of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers’ liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

The portion of your annual premium that is attributable to coverage for acts of terrorism is _____, and does not include any charges for the portion of losses covered by the United States government under the Act.

I ACKNOWLEDGE THAT I HAVE BEEN NOTIFIED THAT UNDER THE TERRORISM RISK INSURANCE ACT, AS AMENDED, ANY LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM UNDER MY POLICY COVERAGE MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT AND MAY BE SUBJECT TO A \$100 BILLION CAP THAT MAY REDUCE MY COVERAGE, AND I HAVE BEEN NOTIFIED OF THE PORTION OF MY PREMIUM ATTRIBUTABLE TO SUCH COVERAGE.

TRADE OR ECONOMIC SANCTIONS ENDORSEMENT

Named Insured			Endorsement Number
Policy Symbol	Policy Number	Policy Period to	Effective Date of Endorsement
Issued By (Name of Insurance Company)			

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This insurance does not apply to the extent that trade or economic sanctions or similar laws or regulations prohibit us from providing insurance, including, but not limited to, the payment of claims. All other terms and conditions of policy remain unchanged.

Authorized Representative



U.S. Treasury Department's Office Of Foreign Assets Control ("OFAC") Advisory Notice to Policyholders

This Policyholder Notice shall not be construed as part of your policy and no coverage is provided by this Policyholder Notice nor can it be construed to replace any provisions of your policy. You should read your policy and review your Declarations page for complete information on the coverages you are provided.

This Notice provides information concerning possible impact on your insurance coverage due to directives issued by OFAC. **Please read this Notice carefully.**

The Office of Foreign Assets Control (OFAC) administers and enforces sanctions policy, based on Presidential declarations of "national emergency". OFAC has identified and listed numerous:

- Foreign agents;
- Front organizations;
- Terrorists;
- Terrorist organizations; and
- Narcotics traffickers;

as "Specially Designated Nationals and Blocked Persons". This list can be located on the United States Treasury's web site – <http://www.treas.gov/ofac>.

In accordance with OFAC regulations, if it is determined that you or any other insured, or any person or entity claiming the benefits of this insurance has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, this insurance will be considered a blocked or frozen contract and all provisions of this insurance are immediately subject to OFAC. When an insurance policy is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC. Other limitations on the premiums and payments also apply.



Chubb Producer Compensation Practices & Policies

Chubb believes that policyholders should have access to information about Chubb's practices and policies related to the payment of compensation to brokers and independent agents. You can obtain that information by accessing our website at <http://www.aceproducercompensation.com> or by calling the following toll-free telephone number: 1-866-512-2862.

Commission Memo



Prepared by: Debbie Smith-Wagar
Date: July 11, 2023
Re: Accounts Payable Requiring Commission Approval

Campbell Phillips	\$17,044.50
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Attorney services per attached summary

TOTAL ACCOUNTS PAYABLE TO APPROVE	\$17,044.50
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Primary Timekeeper: 2 Kristen A. Campbell

	0-30	31-60	61-90	91-120	121-180	181+	Bal Due
2000.001 M Port of Hood River - Admin RE: Admin - General	14,760.00	0.00	0.00	0.00	0.00	0.00	14,760.00
2006.002 M Port of Hood River - Bridge Commission RE: Bridge Commission - Bridge Replacement	12.00	0.00	0.00	0.00	0.00	0.00	12.00
2007.001 M Port of Hood River - Ordinances and Resolutions RE: Ordinances and Resolutions - General	112.50	0.00	0.00	0.00	0.00	0.00	112.50
2008.001 M Port of Hood River - Policies RE: Policies - General	135.00	0.00	0.00	0.00	0.00	0.00	135.00
2009.001 M Port of Hood River - Real Estate RE: Real Estate - General	720.00	0.00	0.00	0.00	0.00	0.00	720.00
2009.008 M Port of Hood River - Real Estate RE: Real Carbon, Inc.	1,305.00	0.00	0.00	0.00	0.00	0.00	1,305.00
2009 Port of Hood River - Real Estate	2,025.00	0.00	0.00	0.00	0.00	0.00	2,025.00
Totals	17,044.50	0.00	0.00	0.00	0.00	0.00	17,044.50

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HOOD RIVER-WHITE SALMON BRIDGE REPLACEMENT

Project Director Report
July 10th, 2023

The following summarizes Replacement Bridge Project activities from June 26, 2023 to July 10, 2023:

HOOD RIVER-WHITE SALMON BRIDGE AUTHORITY (HRWSBA)

Informational Items:

- *On June 28th the project was awarded \$3.6M under a RAISE Grant from USDOT. This funding will allow the development of an Action Plan and Preliminary Engineering to ensure there are connections between the bike ped facilities on the bridge a local facilities in White Salmon, Bingen, Hood River. It will also strengthen the project position for larger implementation grants under both the SS4A and RAISE programs.*
- *We have received written affirmation from all the appointed members and alternates from both Klickitat and Hood River County.*
- *The signed Commission Formation Agreement has been sent to the Secretary of State (SOS) for both Washington and Oregon. An acknowledgement email was received from the SOS in Oregon.*
- *Work has begun on setting up a .gov site for the authority. Our organization domain authorization letter and contacts have been set up and our request for HRWSBA.GOV has been submitted for review. Next steps are establishing a domain name through GoDaddy.com and having it validated.*
- *A Bridge Authority Roster has been created, please review an let me know of any edits or administrative contacts that should be included.*

Upcoming Action Items:

- *The POHR legal counsel is working on a draft IGA that will be shared with the new HRWSBA.*
- *The Board needs to establish a recurring meeting Date/Time/Location*
 - *Recommendation to consider the 2nd and 4th weeks of the month to coordinate with the project reporting and the timing of invoices activities and schedule updates*
- *A public records policy and records request form has been drafted for your review and is anticipated to be brought to the board for approval at our next meeting.*
- *An Intergovernmental Coordination Policy will be drafted and include in for review at the next meeting*
- *Develop a full set of rules/bylaws for the board and incorporate decisions in the early board meetings.*
- *In the Interim Rules Section 1 Board of Directors item 1.5 does not allow for reimbursement until a rule is adopted by the board establishing reimbursement policy.*
- *Interim Rules Section 5 calls for the Board to follow the procurement and contracting rules of Hood River County until new rules are adopted superseding the interim rules. An update of the draft rules should include an analysis of to see if these will accommodate the needs of the new Authority.*

PROJECT MANAGEMENT

- *RBMC team is continuing to meet with WSP, ODOT and Federal Highway Administration (FHWA) related to the NEPA/FEIS process and Treaty Tribe Memorandum of Agreement (MOA's).*
- *RBMC team is meeting with ODOT, WSDOT and FHWA on the RFP for the Progressive Design Build Procurement.*
- *Grant Tracking for WA, ARPA, Build Grants will be on going each quarter.*
- *Legislative Outreach is continuing with Oregon, Washington, and DC*

COMMUNICATIONS

GOVERNMENT AFFAIRS UPDATE

- *State Legislative Activities*
 - *Oregon*
 - *SB 5506 – appropriated \$20M to the HRWSBR project*
 - *HB 5030 _authorizes the bonding for \$20M*
 - *Washington*
 - *Contract renewals for both Boswell Consulting and Thorn Run have been received and approved by the Port Commission for FY23/24.*
- *Federal Legislative Activities*
 - *CDS Appropriations requests have been sent for both Washington and Oregon for a total funding request of \$8M.*
 - *Rep. Blumenauer, Rep. Newhouse, Sen. Wyden, Sen. Merkley and Sen. Cantwell submitted requests in support of the project. We are not expecting this to finalized until the end of this year.*
 - *Commissioner Fox and Commissioner Babitz met with Caitlin Buchanan(Senior Transportation Adv.) and Dan Mahr from Sen. Merkley's office. They provided them with an update on the project and were able to do a road tour of the bridge.*
 - *Contract Renewal for Summit Strategies has been approved by Port Commission*

FUNDING FINANCE & TOLLING

- *Washington State Transportation Commission (WSTC) T&R Analysis*
 - *Schedule Milestones:*
 - *June 30th, 2023 – Final Report of findings and recommendations will be submitted to Washington State Legislature.*
 - *The full report is available at the links below:*
 - [Folio Summary](#)
 - [Full Report](#)
 - [Appendices](#)
- *BSWG Tolling Study*

- *The Port Commission held their first public hearing on the proposed toll increase on June 20. It is anticipated that they will take action on the toll increase at their July 11th meeting.*

PENDING GRANT FUNDING UPDATES

- *Raise Planning Grant (2023)*
 - *Notice of Funding Opportunity (NOFO) issued: 11/30/22, Update to NOFO received on 12/14/22*
 - *Application Submitted: 2/28/23*
 - *Requested amount of funding: \$3.6M*
 - *Received notice of award on June 28th, 2023 from USDOT*
- *Safe Streets and Roads for All Grant Program (SS4A)*
 - *2023 Notice of Funding Opportunity (NOFO) released on 3/30/23*
 - *Application Due: 7/10/23 @ 5pm EDT*
 - *Available funding total: \$1.177B*
 - *Planning & Demonstration Grants - Min – Max award \$100,000 to \$10M*
 - *Implementation Grants – Min – Max award \$2.5M to \$25M*
 - *Requested amount of funding: \$1M*
- *Multimodal Project Discretionary Grant (MPDG)*
 - *Next Opening – Spring 2023*
 - *2023 NOFO not released*
 - *INFRA (\$8 B available over 4 years FY22 to FY26)*
 - *MEGA (\$5 B available over 4 years FY22 to FY26)*
 - *Rural (\$2 B available over 4 years FY22 to FY26)*
 - *RBMC is working on updating Benefit Cost Analysis and Application prior to release of NOFO*
- *Bridge Investment Program (BIP)*
 - *Next Opening – Summer 2023*
 - *2023 NOFO – Summer 2023*
 - *RBMC is working on updating Application prior to release of NOFO*

EXCUTED GRANT FUNDING UPDATES

- *Build20*
 - *Grant Awarded 9/23/22*
 - *Funding: \$5M – Federal Share, \$1.25M Local Match (Washington Grant) – Total \$6.25M with an Expenditure Deadline of 12/31/2024*
 - *Total Submitted for Reimbursement: \$0*
 - *Total Reimbursement received to date: \$0*
 - *Remaining Funds: \$5 million*
 - *We have received our certification from FHWA on 12/21/22. We have received access to the RADs quarterly reporting system for FHWA on 1/26/22. Training with FHWA is still pending.*
 - *Q4 2022 reporting has been submitted through RADs to FHWA*
- *ARPA (Oregon Grant)*

- *Grant Awarded 5/12/22*
- *Funding: \$5M with an Expenditure Deadline of 12/31/26*
 - *Total Submitted for Reimbursement: \$313,413.78*
 - *Total Reimbursement received to date: \$313.413.78*
 - *Remaining Funds: \$4,686,586.22*
- Next reimbursement submittal July 2023*
- **WA SB 5165 Grant**
 - *Grant Awarded 2/2/22*
 - *Funding: \$5M with an Expenditure Deadlines of 6/30/23 (\$3M) and 6/30/23 (\$2M)*
 - *Total Submitted for Reimbursement: \$2,999,998.76*
 - *Total Reimbursement received to date: \$2,205,910*
 - *Remaining Funds: \$2,000,001.24*
 - *2nd Quarter 23 reimbursement submitted for \$794,088.96*
 - Next reimbursement submittal will be October 2023.*

TREATY TRIBE MOA'S

- *A Semi-weekly meeting has been set up with ODOT and FHWA specific to advancing the Treaty Tribe MOA's. A collaboration space has been created on the Project Portal site.*
- *Email was sent to each of the Treaty Tribes, requesting a letter of support that Treaty MOA process will not impact the projects ability to be shovel ready in 18 months.*
 - **Yakama Nation (YN).**
 - *Draft MOA was submitted by Roy Watters to the Yakama Nation on 1/26/23*
 - *A meeting to discuss the Section 106 MOA and Treaty Fishing MOA was held on 2/28/23. Meeting was positive and they were very appreciative of the work that was done in the draft Treaty MOA. Yakama Nation will review the draft MOA with a tentative date to provide responses in two weeks.*
 - *Yakama Nation provided an email update on 3/20/23 that the MOA has been circulated for internal review. We are awaiting their comments and to set up a follow up meeting.*
 - *The project team had a brief discussion with YN on 6/9. YN indicated they are working through some internal discussions and were anticipating being able to respond in the next 30 days on how to move forward with the Section 106 MOA and Treat Fishing MOA*
 - **Nez Perce**
 - *The Draft MOA was submitted to ODOT on 1/17/23*
 - *ODOT approved us to move forward with sending the Draft MOA on 1/24/23.*
 - *2/2/23 – MOA was sent to Amanda with Nez Perce on 2/2/23.*
 - *On 4/18/23 the Tribe's Cultural Resource and Fisheries departments were able to fully brief Nez Perce Tribal Executive Committee's (NPTEC) Natural Resource Subcommittee on the project and the key terms in the draft MOA.*

- *A second meeting was held on 6/6/23 at the Nez Perce Tribal Headquarters in Lapwai, ID. The project team, ODOT and FHWA met with a number of members of the Nez Perce Tribe. Legal Counsel for the tribe will working with tribal members on a response to our draft MOA.*
 - *At the suggestion of the Tribe, the team also submitted a form to the Nez Perce Tribes requesting permission to use their logo in support of the project. This request was discussed at the 6/6/23 meeting with the Tribal Executive Committee and they will be taking it for approval on 6/13/23.*
 - *A Letter of Support was received from Nez Perce along with permission to use their logo in Funding requests*
- ***Umatilla (CTUIR).***
 - *The Draft MOA was submitted to the Umatilla Tribe on 1/25/23*
 - *Meeting and Presentation were held with CTUIR Fish and Wildlife commission on 1/24/23*
 - *The team received comments from CTUIR on the first draft of the MOA on 4/3/23.*
 - *A 2nd Meeting was held with CTUIR on 4/5/2023 to review the comments and discuss ideas on how to determine and quantify mitigation measures within the Treat MOA. The meeting was very positive and follow up meeting is being schedule for mid-May.*
 - *The 2nd draft of the CTUIR MOA was sent to Umatilla on 4/25/2023.*
 - *We are coordinating our next meeting with Umatilla to be in July.*
- ***Warm Springs.***
 - *The project team met with Warm Springs Natural Resources group on 4/11/23 and presented a project update and introduced the Draft Treaty MOA to the group.*
 - *The project team also meet with the Warm Springs Council on 4/12/23 to update them on the project.*
 - *A request to use the tribe's logo and to obtain a letter of support for the project was also requested of the tribe. They are considering the request. Sample letters of support were provided to them for reference.*
 - *The project team is working on setting up a 2nd meeting with the tribe to advance discussion around the Treaty Tribe MOA.*

RBMC

PROGRESSIVE DESIGN BUILD RFQ/RFP

- *A meeting was held with ODOT on 3/7 with Region 1 staff and Headquarters Procurement staff to discuss their role on the upcoming PDB Procurement. Robert Wattman will be our point of contact and backed by Sam Hunaidi. A number ODOT technical staff were also at the meeting and provided input into how to move forward. WSDOT also attend this meeting.*

- *A meeting was held on 6/29/23 with ODOT Region 1 to provide an update on the RFP development and coordinate their involvement on the PDB procurement. A reoccurring meeting will be set up with ODOT*
- *A meeting was held with FHWA on 5/18 to continue updates with them on their role on the upcoming PDB Procurement*
- *A meeting was held with WSDOT on 6/27/23 to discuss the PDB procurement and WSDOT contacts for coordination. A Reoccurring meeting is being set up with WSDOT*
- *Preliminary drafts of the RFP/RFQ sections are being assembled and task lead meetings are being held to coordinate the development of the RFP/RFQ. The team is also drafting the evaluation criteria for the procurement.*

KEY STAKE HOLDERS

RAILROAD

- *Kickoff/Update meeting was held with BNSF on 1/25/23, they indicated the new bridge should accommodate a future triple track and a 30' vertical clearance. At this time these are not seen as major impacts to the project.*
- *Coordination of work activities over the track will be critical do to the high volume of usage.*
- *BNSF did not anticipate long review periods given their current workload, they indicated that they had adequate capacity to support the coordination needed on this project.*

GEOTECHNICAL

- *The two Oregon on land borings were completed on Feb 6th and the draft report is in review. Cultural Resource monitoring was done and no cultural resources were found.*
- *Coordination with the tribes will work through ODOT but it is likely the PORT will be asked to fund the tribal monitoring costs.*
- *Underwater drilling will be starting on July 10th and coordination is ongoing with tribal fishers. The work will last 5 weeks.*
- *A meeting was held with Columbia River Inter-Tribal Fish Commission (CRITFC) to coordinate the overlap of Geotech borings and summer fishing seasons. CRITFC has provide concurrence on the drilling and will monitor the process.*

SURVEY

- *Completed Work:*
 - *Continued effort to resolve OR rights of ways & property lines, additional research and documentation received from ODOT and Hood River County.*
- *Upcoming Work:*
 - *Complete right of way calculations in OR and WA*

RIGHT OF WAY

- *Coordination has begun with WSDOT and ODOT to define the jurisdictional limits for both agencies.*
- *The SDEIS preferred alternative does indicate a potential whole take of the private landowner and we will need to coordinate with the BSWG and PORT on when to move forward with discussion with the landowner on this action.*
- *We are finalizing the appraisal on the private property full take in Washington and will be starting work on the Port Facilities.*

PERMITTING

- *The project team is working with the Columbia River Gorge Commission and US Dept. of Agriculture to discuss potential members of the Aesthetic Committee.*

FINAL EIS/RECORD OF DECISION

- *Environmental Impact Statement technical reports are available at <https://cdxapps.epa.gov/cdx-enepa-ll/public/action/eis/details?eisId=314171>*
- *Responses were provided on 3/28/23 to ODOT for the from ODOT Liaisons related to the Biological Assessment and their writing of the Biological Opinion. (See Packet)*
- *Email from Cindy Callahan at FHWA on 3/28 re-establishing the communication process that should be followed until the signing of the Biological Opinion. (See Packet)*
- *A coordination meeting was held with the Project Team, NOAA and FHWA on 3/29/23. NOAA indicated that once the liaison receives the updated BA anticipated to be in the next two weeks and all comments are closed that it would take 90 Days to complete the BO and then an additional 45 Days for NOAA’s full review including their legal review. This would set the new anticipated date to receive the signed BO around Sept 1, 2023.*
- *A monthly recurring coordination meeting has been set up with Cindy Callahan – Senior Biologist (FHWA) and Rod Thompson – State Environmental Engineer (ODOT)*
- *FHWA and ODOT have decided not to use of a Programmatic Agreement with the Treaty Tribes at this time and continue to move forward with the current process, due to concerns about creating confusion around a new process . Coordination is ongoing with Yakama Nation on the Section 106 MOA.*

OTHER ITEMS**KEY MEETINGS**

6/27	Meeting with WSDOT staff to coordinate PDB RFP
6/28	NEPA coordination meeting with WSP, PORT
6/29	Meeting with ODOT staff to coordinate PDB RFP
6/29	Coordination with PFM on TIFIA Financial Model

6/30	<i>Coordination with CRGC on Aesthetic Committee Members</i>



About the project

The Hood River-White Salmon Bridge Replacement Project is focused on replacing the aging interstate bridge connecting Hood River, Oregon, and White Salmon, Washington, with a new, resilient and accessible bridge by 2029.

New bridge authority board members appointed

As of July 1, the Hood River-White Salmon Bridge Authority is overseeing the bridge replacement project. The new bridge authority has a board of six voting members. *(Each county also appointed three alternates.)*

Klickitat County appointees:

- Doug Gibson, Vice President, Mount Adams Fruit
- Marla Keethler, Mayor, City of White Salmon
- Jacob Anderson, Commissioner, Klickitat County

Hood River County appointees:

- Arthur Babitz, Commissioner, Hood River County
- Grant Polson, Council Member, City of Hood River
- Mike Fox, Commissioner, Port of Hood River

Most popular tolling option

Through two in-person open house events and an online forum, over 1,250 community members provided feedback on two tolling options to help pay for the new bridge. Of those, 86% felt Option 1 best meets the community's needs.

VEHICLE TYPE	CURRENT		OPTION 1		OPTION 2	
	Cash	BreezeBy	Cash	BreezeBy	Cash	BreezeBy
Motorcycle	\$1.00	\$0.75	\$3.00	\$1.50	\$3.00	\$1.50
Autos/pickups	\$2.00	\$1.00	\$3.50	\$1.75	\$3.00	\$2.00
Commercial trucks/vans	\$6.00	\$4.00	\$8.00	\$6.00	\$8.00	\$6.00
3 Axle Truck	\$9.00	\$6.00	\$12.00	\$9.00	\$12.00	\$9.00
4 Axle Truck	\$12.00	\$8.00	\$16.00	\$12.00	\$16.00	\$12.00
5 Axle Truck	\$15.00	\$10.00	\$20.00	\$15.00	\$20.00	\$15.00
For each additional axle	+\$3.00	+\$2.00	+\$4.00	+\$3.00	+\$4.00	+\$3.00

Latest news

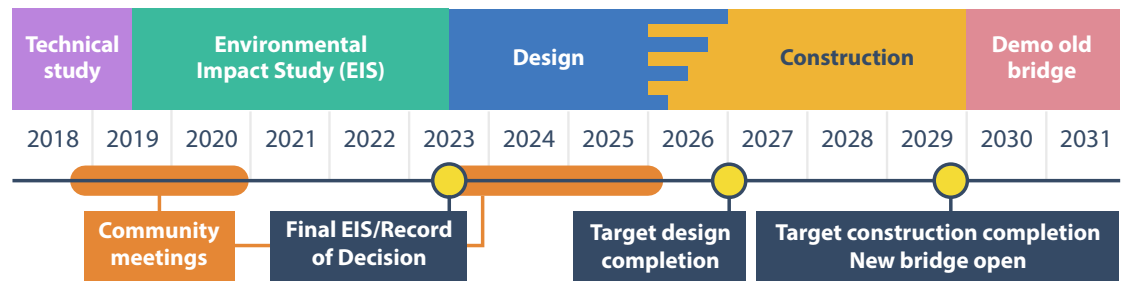
- Oregon approves \$20M for project
- Project awarded \$3.6M federal grant for pedestrian/bike amenities
- Additional federal grant applications in process

Looking ahead

- RFP for designer and contractor in development
- Sample testing to continue this summer
- Project's biological opinion expected this fall

Anticipated Schedule

Learn more at:
hoodriverbridge.org



Keep up on Project Updates Online

If you haven't already, check out the new project website at hoodriverbridge.org for the latest updates on the bridge replacement project! You can also track the project on social media:

-  @hoodriverbridge
  @hoodriverbridge
  hood-river-white-salmon-bridge-replacement-project

Michael Shannon *Project Director* 425-577-8071 | mwshannon@hntb.com | info@hoodriverbridge.org



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Commission Memo



Prepared by: Genevieve Scholl
Date: July 11, 2023
Re: Commissioner Committee Assignments

Each Port Commissioner has the opportunity to serve as the Commission’s representative on various internal and external committees and organizations. The attached chart reflects the Commissioner assignments for all committees in FY 22-23.

Following the election of officers, each Commissioner should discuss committee assignments with the President-elect who will then confirm appointments with staff for action at the next Commission meeting.

RECOMMENDATION: Discussion.

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**Committee Membership and Term
2022-23**

As indicated in Governance Policy

Committee	Staff	Commissioners	Public	Appointed Term
Airport Advisory Committee	Hagbery	Gehring, Streich	Dave Koebel (Chair), Tor Bieker (Vice-Chair), Adam Young, Bud Musser, Margo Dameier, Andreas Von Flowtow, Matt Swihart, John Benton (WAAAM), Brook Beilin (FBO).	3 years
Budget Committee	Executive Director, Chief Financial Officer (currently vacant) Interim ED, Scholl and Deputy Finance Manager, Scoggins	ALL	Becca Sanders, Judy Newman, John Benton, Larry Brown, Brian Shortt	3 years staggered
Waterfront Recreation Advisory	Stafford	Sheppard Gehring	Laird Davis, Mark Hickock, Mike Stroud, Doug Newcomb, Scott Tennant, Sherry Bohn, Joel Carmody, Todd Anderson, Carlos Cornelis, Aaron Baumhackl	3 years
Marina Committee	Stafford	Sheppard Gehring	Josh Sceva, Steve Carlson, Steve Tessmer, Ted Lohr	3 years
Finance* (Internal)	Executive Director, Chief Financial Officer (currently vacant) Interim ED, Scholl and Deputy Finance Manager, Scoggins	Sheppard (President), Gehring (Treasurer)	N/A	1 year
Personnel* (Internal)	Executive Director (currently vacant)	Sheppard (President),	N/A	1 year

	Interim Executive Director, Scholl	Chapman (Vice President)		
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* Commission members determined by Governance Policy according to officer elections held annually at the first meeting in July.

Organizational Appointments

Organization	Staff	Commissioners	Other Members	Term
Bridge Tolling Committee (Internal)	Chief Financial Officer (currently vacant)	Sheppard Chapman		2 years
*Bi-State Bridge Replacement Working Group	Greenwood	Fox (Alternate: Chapman)	Catherine Kiewit, Marla Keethler, Kate McBride, Jake Anderson, Bon Benton	*This committee has ended with the formation of the HRBSA.
Hood River Urban Renewal Agency	Hagbery, Scholl	Chapman, Gehring	Kate McBride, Paul Blackburn, Tim Counihan, Erick Haynie, Jessica Metta, Megan Saunders, Mark Zanmiller	4 years, staggered
Hood River County Energy Council	Hagbery	Chapman (Alternate: Fox)	Butch Miller, Kate McBride, Les Perkins, Alexia Kelly, Annick Chaliar, Cathy Higgins, Eric Strid, Julia Garcia-Ramirez	2 years
Hood River County Economic Development Group	Greenwood		Gordon Zimmerman, Olga Kaganova, Rachel Fuller, Jeff Hecksel, MCEDD staff	
OneGorge Advocacy Group	Scholl	All	Informally organized group	N/A

Hood River County Chamber of Commerce and Visit Hood River		Chapman	Grant Polson, Corina Farrar, Steve Seymour, Katie Kadlub Riss, David Murrell, Jeremy Duncan, Dillon Borton, Michael Barthmus, Craig Bowder, Sean Cruger, Don Loop, Chuck Hinman, Francisco Ojeda, Ali McLoughlin, Jan Meyer, Christine Barthmus	N/A
Pacific Northwest Waterways Assn. (PNWA)	Greenwood, Scholl	Fox	Large roster of members from throughout the PNW.	N/A
Oregon Economic Development Association (OEDA)	Hagbery, Scholl		Large roster of EcDev agencies throughout the state	N/A
Oregon Public Ports Association (OPPA)	Greenwood, Scholl		Large roster of Ports throughout Oregon	N/A
Oregon Airport Managers Association	Hagbery		Large roster of GA airports throughout Oregon	N/A
Columbia Gorge Technology Alliance	Scholl		Large roster of technology companies, service providers, and community partners	N/A

Hood River Rotary Club International	Greenwood	Sheppard	Large roster of community business leaders	N/A
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Commission Memo

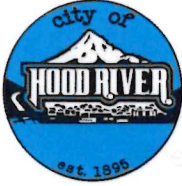


Prepared by: Kevin Greenwood
Date: July 11, 2023
Re: City of Hood River Westside URD

City Manager Abigail Elder will attend the meeting to answer Commission question and discuss the attached Formal Consult and Confer Letter and the City's request for comment on the formation of the Westside Urban Renewal District. The Commission is encouraged to ask questions about the District formation's impact on the Port, as well as the tax increment funding that will be available for Port waterfront development projects as a result of the extension of the Waterfront Urban Renewal District sunset date.

RECOMMENDATION: Discussion.

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CITY OF HOOD RIVER

211 2nd Street, Hood River, OR 97031 Phone: 541-386-1488

Kevin Greenwood, Executive Director
President Ben Sheppard
Port of Hood River
1000 E Port Marina Drive
Hood River, OR 97031

June 16, 2023

Re: Proposed Hood River Westside Urban Renewal Plan

Dear Mr. Greenwood and President Sheppard:

This letter is part of the ongoing conversations with taxing districts about the potential future use of tax increment financing/urban renewal in Hood River.

FORMAL CONSULT AND CONFER LETTER

The Hood River City Council is considering adoption of an ordinance establishing the Westside Urban Renewal Area.

To adopt an urban renewal plan, the City is legally required to send the proposed plan to representatives of overlapping taxing districts. The City Council is required to respond specifically to any written recommendations of the districts. This letter officially transmits the proposed Westside Urban Renewal Plan ("Plan") and the Report Accompanying the Westside Urban Renewal Plan ("Report"). These are attached as Exhibit B. Please provide any written comments by August 1, 2023.

During its August 14, 2023 meeting the Hood River City Council is scheduled to have a public hearing to consider a non-emergency ordinance adopting the proposed Plan. The meeting will be held at 211 2nd Street, Hood River OR 97031 at 6:00 pm. The City Council is scheduled to vote on the ordinance at the August 28th meeting.

We have had continued conversations with taxing districts about the proposed urban renewal plan over the past few months. These have included telephone conversations, emails and presentations to many of the taxing districts. If your board would like a formal briefing after receipt of this letter and a draft of the Plan and report, please let me know.

BACKGROUND

The purpose of the Westside Urban Renewal Plan is to provide financing to help with the implementation of three recently approved plans: the Hood River Transportation System Plan amended in April 2021, the Hood River Area Multi-Jurisdictional Parks, Recreation & Open Space Plan in 2022, and the Hood River Affordable Housing Strategy in May 2022. Each of these plans had significant public input and specific

goals and projects were identified in each of the plans. This Westside Urban Renewal Plan (Plan) is one of the implementation tools for the three planning documents. The specific projects proposed in this Plan include the following categories:

- Transportation
- Affordable Housing
- Parks and Trails
- Plan Administration.

MAXIMUM INDEBTEDNESS

Maximum indebtedness (MI) is the limit on the amount of funds that may be spent on administration, projects and programs in an urban renewal area. The maximum indebtedness does not include interest paid on any borrowing by the urban renewal agency as ORS Chapter 457 excludes that from the MI definition. The MI established in the Plan is \$146,700,000. Maximum indebtedness is the controlling feature of an urban renewal plan. We established this number based on financial projections for the urban renewal area. The timeframe is not absolute, it can be longer or shorter than the estimates in the Report.

IMPACT ON TAXING JURISDICTIONS

The impact of tax increment financing on overlapping taxing districts consists primarily of the property tax revenues foregone on permanent rate levies as applied to the growth in assessed value in the Area. The projections for impacts on the taxing jurisdictions are estimated through fiscal year end (FYE) 2049. While duration is not a required component of a Plan, it provides the information to set the Maximum Indebtedness of the Plan.

IMPACT ON PERMANENT RATE LEVY

The proposed Plan would result in a decrease in permanent rate property tax collections for the overlapping taxing districts. This is attributable to the length of time that the Agency collects tax increment revenue to pay off the Plan's maximum indebtedness. The total estimated impact to the Port of Hood River over the life of the Plan is \$515,576.

Table 1 – Projected Impact to the Port of Hood River

FYE	Port of Hood River	FYE	Port of Hood River
2025	(1,389)	2038	(22,519)
2026	(2,737)	2039	(24,855)
2027	(4,158)	2040	(27,307)
2028	(5,659)	2041	(29,777)
2029	(7,089)	2042	(32,122)
2030	(8,465)	2043	(34,573)
2031	(9,850)	2044	(37,137)
2032	(11,245)	2045	(39,170)
2033	(12,709)	2046	(41,277)
2034	(14,246)	2047	(43,472)
2035	(16,160)	2048	(39,354)
2036	(18,176)	2049	(11,839)
2037	(20,294)	TOTAL:	(515,576)

Source: Tiberius Solutions

IMPACT ON GENERAL OBLIGATION AND LOCAL OPTION LEVIES

General obligation bonds and local option levies would not be impacted by the proposed urban renewal district.

TAX REVENUES AFTER TERMINATION OF TAX INCREMENT FUNDING

Upon termination of the Area, all revenue will be distributed to overlapping taxing districts. ORS Chapter 457 requires the Report to the Plan identify the projected tax revenues for affected taxing districts in the year after the termination of the Area. These numbers are shown in 2 below. These are estimates only; changes in the economy may impact the projections. Frozen Base is the assessed value at the time of the adoption of the urban renewal area. Excess Value is the increased assessed value after the frozen base is established.

Table 2 - Tax Revenues After Termination of Tax Increment Financing

Taxing District	Type	Tax Rate	From Frozen Base	From Excess Value	Total
Port of Hood River	Permanent	0.0332	4,972	51,214	56,186

Source: Tiberius Solutions

SUMMARY OF IMPACTS

The key takeaways regarding the impact of the proposed Plan to the Port of Hood River are summarized below:

- The overall estimated impact of the Westside Urban Renewal Plan to the Port of Hood River is \$515,576.
- The maximum indebtedness of the Westside Urban Renewal Plan is \$146,700,000
- A summary of the other urban renewal areas and the draft Westside Area is shown in Attachment A.

PROCESS FOR REVIEW

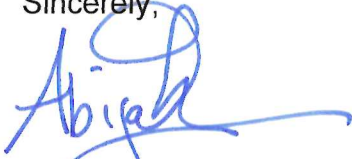
The process for final review of the Plan and Report include the following steps:

June 12, 2023	Hood River Urban Renewal Agency review
June 16, 2023	Send formal notice to taxing jurisdictions
June 15, 2023	Urban Renewal Advisory Committee
Property owner mailing	Notice to utility customers and property owners in unincorporated areas
July 17, 2023	Planning Commission review
July 17 and August 21, 2023	Proposed dates for presentation to the Hood River County Commission
August 14, 2023	City Council public hearing
August 28, 2023	City Council vote

The draft Westside Urban Renewal Plan and Report are enclosed with this letter. If you would like to provide written comments, they will be responded to by the Hood River City Council. Please provide any written comments by August 1, 2023. For more information, please contact:

Jennifer Gray, City Recorder at 541.387.5212 J.Gray@CityofHoodRiver.gov

Sincerely,



Abigail Elder
City Manager
City of Hood River
211 2nd Street
Hood River, Oregon 97031
A.Elder@CityofHoodRiver.gov

Attachments:

- A: Hood River Urban Renewal Impacts
- B: Westside Urban Renewal Plan
- C: Report Accompanying the Westside Urban Renewal Plan

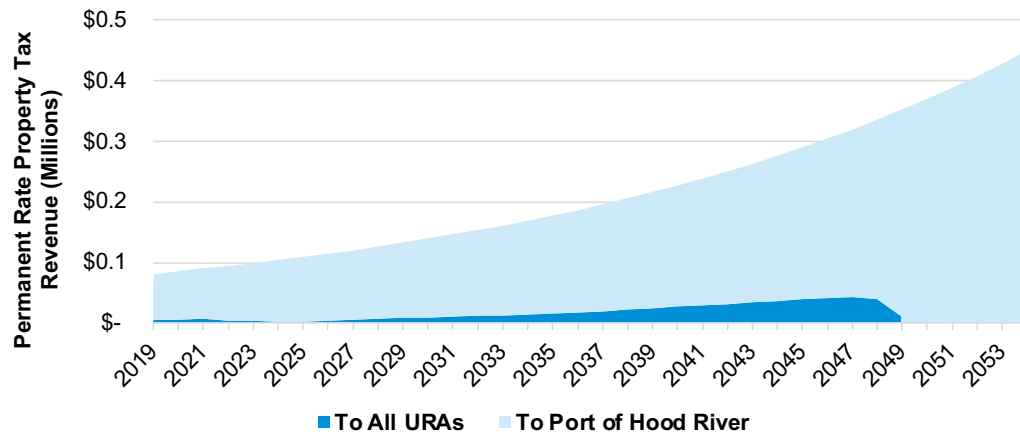
CITY OF HOOD RIVER

PROPOSED WESTSIDE URBAN RENEWAL AREA

Impacts of Urban Renewal on Port of Hood River



Urban renewal does not increase property tax rates, but instead redirects a portion of the tax rates from existing districts to the Urban Renewal Area (URA). Thus, there are no impacts on taxpayers, but there are impacts on overlapping taxing districts. The proposed Westside URA is expected to first receive tax increment revenue in FYE 2025 and close after receiving 25 years of tax increment revenue in FYE 2049. From FYE 2019 through FYE 2049, the existing City of Hood River URAs and the proposed Westside URA are estimated to result in \$0.6 million of foregone revenue from the Port of Hood River (9.7% of the Port of Hood River's total permanent rate property tax revenue). This assumes that assessed value within the Port of Hood River will continue to grow at 5.0% per year (the average annual growth from FYE 2019 to FYE 2023), and the existing City of Hood River Urban Renewal Areas would close in FYE 2024 (Waterfront) and FYE 2032 (Heights). All value from the recently-closed Columbia-Cascade URA was returned to the tax roll (\$75.8 million returned in FYE 2022, and the remaining \$51.8 million returned in FYE 2023). Foregone revenue as a share of total revenue increases because the incremental assessed value in the URA is expected to grow faster than the Port of Hood River as a whole. No future or current general obligation bonds or local option levies will be affected.



Notes: Existing URAs include just the City of Hood River's URAs (Heights, Waterfront, and the recently closed Columbia-Cascade). Does not include any URAs established by other jurisdictions (such as the Windmaster URA established by the County). All values reported in nominal (i.e., year-of-expenditure) dollars; for jurisdictions where foregone revenue is a very small share of total revenue it may be difficult to see on the chart. URAs do not reduce funding for general obligation bonds. Local option levy impacts not shown (if applicable), as they would not be impacted by the proposed Westside URA.

Source: Calculated by Tiberius Solutions with data assessed value and tax rates from the Hood River County Assessor, SAL Table 4a and 4c, FYE 2019 through FYE 2023.

FYE	Port of Hood River Permanent Property Tax Revenue			
	Total Revenue	To Existing URAs	To Westside URA	% Foregone
2019	\$ 81,428	\$ 5,618	\$ -	6.9%
2020	\$ 86,503	\$ 6,468	\$ -	7.5%
2021	\$ 90,658	\$ 7,099	\$ -	7.8%
2022	\$ 94,549	\$ 4,882	\$ -	5.2%
2023	\$ 98,973	\$ 3,572	\$ -	3.6%
2024	\$ 103,920	\$ 2,682	\$ -	2.6%
2025	\$ 109,115	\$ 1,049	\$ 1,389	2.2%
2026	\$ 114,570	\$ 1,130	\$ 2,737	3.4%
2027	\$ 120,297	\$ 1,213	\$ 4,158	4.5%
2028	\$ 126,311	\$ 1,299	\$ 5,659	5.5%
2029	\$ 132,625	\$ 1,387	\$ 7,089	6.4%
2030	\$ 139,255	\$ 1,477	\$ 8,465	7.1%
2031	\$ 146,217	\$ 1,571	\$ 9,850	7.8%
2032	\$ 153,526	\$ 1,667	\$ 11,245	8.4%
2033	\$ 161,201	\$ -	\$ 12,709	7.9%
2034	\$ 169,259	\$ -	\$ 14,246	8.4%
2035	\$ 177,720	\$ -	\$ 16,160	9.1%
2036	\$ 186,605	\$ -	\$ 18,176	9.7%
2037	\$ 195,933	\$ -	\$ 20,294	10.4%
2038	\$ 205,728	\$ -	\$ 22,519	10.9%
2039	\$ 216,012	\$ -	\$ 24,855	11.5%
2040	\$ 226,811	\$ -	\$ 27,307	12.0%
2041	\$ 238,149	\$ -	\$ 29,777	12.5%
2042	\$ 250,054	\$ -	\$ 32,122	12.8%
2043	\$ 262,554	\$ -	\$ 34,573	13.2%
2044	\$ 275,679	\$ -	\$ 37,137	13.5%
2045	\$ 289,460	\$ -	\$ 39,170	13.5%
2046	\$ 303,931	\$ -	\$ 41,277	13.6%
2047	\$ 319,124	\$ -	\$ 43,472	13.6%
2048	\$ 335,077	\$ -	\$ 39,354	11.7%
2049	\$ 351,828	\$ -	\$ 11,839	3.4%
Total	\$ 5,763,073	\$ 41,112	\$ 515,576	9.7%

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The Westside Urban Renewal Area Plan

DRAFT

City of Hood River
Hood River Urban Renewal Agency



Westside Urban Renewal Area Plan

If Amendments are made to the Plan, the Resolution or Ordinance Number and date will be listed here. The amendment will be incorporated into the Plan and noted through a footnote

Amendment Number	Type	Description	Date

LIST OF PARTICIPANTS

Mayor

Paul Blackburn

City Council

Tim Counihan
Gladys Rivera
Megan Saunders
Mark Zanmiller
Grant Polson
Douglas Stepina

Planning Commission

Mark Frost, Chair
Zac Lytle
Bill Irving
Bonifacio Romero
MariRuth Petzing
Ben Mitchell
Kate Hoffman

Urban Renewal Agency

Mark Zanmiller, Chair
Megan Saunders, Vice Chair
Paul Blackburn
Kristi Chapman
Tim Counihan
Heather Gehring
Grant Polson
Gladys Rivera
Douglas Stepina

Urban Renewal Advisory Committee

Jack Trumbull, Chair
Abby Capovilla
Travis Dillard
Amanda Goeke
Clint Harris
Kate Hoffman
Jeff Hunt

City of Hood River Staff

City Manager
Abigail Elder
Finance Director
Chris Longinetti
Director of Planning and Zoning
Dustin Nilsen
Director of Public Works
Rich Rice
Senior Planner
Kevin Liburdy
City Recorder
Jennifer Gray
Administrative Services Officer
Monica Morris
Community Engagement Coordinator
Jackie Vanderpuye
GIS Analyst
Jonathan Skloven-Gill

Consulting Team

Elaine Howard Consulting, LLC
Elaine Howard
Scott Vanden Bos
Tiberius Solutions, LLC
Nick Popenuk
Ali Danko
Rob Wyman
ECONorthwest
Emily Picha
Cadence Petros

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I. DEFINITIONS

“Agency” means the Hood River Urban Renewal Agency (Agency). The Agency is responsible for administration of the urban renewal/tax increment plan.

“Area” means the properties and rights-of-way located within the Hood River Westside Urban Renewal Area boundary.

“Blight” is defined in ORS 457.010(1)(a-i) and identified in the ordinance adopting the urban renewal/tax increment plan.

“City” means the City of Hood River, Oregon.

“City Council” or “Council” means the Hood River City Council.

“Comprehensive Plan” means the City of Hood River comprehensive land use plan and its implementing ordinances, policies, and standards.

“County” means Hood River County, Oregon.

“Fiscal year ending” means the year commencing on July 1 and closing on June 30 of the next year.

“Frozen base” means the total assessed value including all real, personal, manufactured, and utility values within a tax increment area at the time of adoption. The county assessor certifies the assessed value after the adoption of an urban renewal/tax increment plan.

“Increment” means that part of the assessed value of a taxing district attributable to any increase in the assessed value of the property located in a tax increment area, or portion thereof, over the assessed value specified in the certified statement.

“Maximum indebtedness” means the amount of the principal of indebtedness included in a plan pursuant to ORS 457.190 and does not include indebtedness incurred to refund or refinance existing indebtedness.

“ORS 457” means the Oregon Revised Statutes. Chapter 457 specifically relates to urban renewal.

“Planning Commission” means the Hood River Planning Commission.

“Revenue sharing” means under-levying tax increment proceeds to effectively share a portion of the revenue with the other taxing districts who levy permanent rate taxes in the tax increment area as defined in ORS 457.470.

“Tax increment financing (TIF)” means a method of funding tax increment projects and programs through incurring debt that is repaid by the division of taxes accomplished through the adoption of an urban renewal/tax increment plan.

“Tax increment finance revenues” means the funds allocated by the assessor to a tax increment/urban renewal area due to increases in assessed value over the frozen base within the area.

“UGA” means urban growth area.

“Urban renewal area” or (URA) means a blighted area included in an urban renewal plan or an area included in a tax increment plan under ORS 457.160.

“Urban renewal plan” or “Plan” means a plan, as it exists or is changed or modified from time to time, for one or more tax increment areas, as provided in ORS 457.085, 457.095, 457.105, 457.115, 457.120, 457.125, 457.135 and 457.220.

“Urban renewal project” or “Project” means any work or undertaking carried out under ORS 457 in a tax increment or urban renewal area.

“Urban renewal report” or “Report” means the official report that accompanies the urban renewal/tax increment plan pursuant to ORS 457.087.

“Westside Area” means, as used in this Plan, the properties and rights-of-way located within the Hood River Westside Urban Renewal Area boundary.

Documents referenced:

City of Hood River Transportation System Plan, October 2011 and amended April 2021

Hood River Area Multi-Jurisdictional Parks Recreation & Open Space Plan September 2020

Hood River Affordable Housing Strategy May 2022

Westside Area Concept Plan Report December 2017

II. INTRODUCTION

A. Plan Background

The purpose of the Westside Urban Renewal Plan is to provide financing to help with the implementation of three recently approved plans: the Transportation System Plan amended in April 2021, the Hood River Valley Parks & Recreation District's Multi-Jurisdictional Parks, Recreation & Opens Space Plan, adopted in September 2020, and the Hood River Affordable Housing Strategy, May 2022. Each of these plans had significant public input and specific goals and projects were identified in each of the plans. This Westside Urban Renewal Plan (Plan) is one of the implementation tools for the three planning documents.

The Westside Urban Renewal Area Plan Area (Area), shown in Figure 1, consists of approximately 406.1 total acres: 379.65 acres of land in tax lots and 26.45 acres of public rights-of-way. It is anticipated that the Westside Urban Renewal Area Plan (Plan) will take twenty-five years of tax increment collections to implement.

The maximum amount of indebtedness that may be issued for the Plan is not to exceed \$146,700,000 (One Hundred Forty-Six Million Seven Hundred Thousand dollars). Detailed financial analysis is in the Report Accompanying the Westside Urban Renewal Plan (Report).

Detailed principles developed for the Plan are intended to guide tax increment finance (TIF) revenue investment in the Area over the life of the Plan. The project category descriptions and list of projects are similarly intended to aid future decision makers when considering how best to expend TIF revenue. The Plan is to be administered by the Hood River Urban Renewal Agency (Agency).

The relationship between the sections of the Plan and the Oregon Revised Statutes (ORS) 457.085 requirements is shown in Table 1. The specific reference in the table below is the section of this Plan that primarily addresses the statutory reference. There may be other sections of the Plan that also address the statute.

Table 1. Statutory References

Statutory Requirement	Plan Section
ORS 457.085(1)	I, XII
ORS 457.085(2)(a)	V
ORS 457.085(2)(b)	V
ORS 457.085(2)(c)	XIII
ORS 457.085(2)(d)	XIII
ORS 457.085(2)(e)	XII
ORS 457.085(2)(f)	VIII
ORS 457.085(2)(g)	VII
ORS 457.085(2)(h)	IX
ORS 457.085(2)(i)	VI
ORS 457.085(2)(j)	Not applicable

B. Public Outreach to Taxing Districts

The impacted taxing districts were all contacted in the formative process of this Plan. They were briefed on the formation of the Plan and additionally received a formal copy of the Plan and Report in the required consult and confer stage of the Plan adoption. Table 2 shows the dates the briefings occurred and notes the city manager also contacted staff.

Table 2. Taxing District Consult and Confer

Taxing District	City Manager discussion with Staff	Formal briefing to Board
Hood River County	Yes	March 20, follow up memorandums on March 24 and April 14
Port of Hood River	Yes	March 7
Westside Rural Fire District	Yes	March 16
Parks and Recreation District	Yes	February 15
911 Communications (<i>County Commission serves as 911 Board</i>)	Yes	March 20
Hood River County Transit District	Yes	March 15
Hood River Library District	Yes	March 28
Columbia Gorge Community College	Yes	March 21
Hood River School District	Yes	No
Columbia Gorge Education Service District	Feasibility Study sent to Superintendent; emails sent	

C. Formal Public Review

The formal public review process is shown in Table 3. Opportunity for public input occurred at all of the listed meetings. The Open House was held online on May 23, 2023. Forty-nine people registered, twenty people attended. The questions were mainly technical questions. No boundary or project suggestions were made.

There was also an online survey published in English and in Spanish, opened on May 23, 2023 through June 9, 2023. The notice for the City Council hearing was sent to all properties in the urban growth boundary. The notice was also published in English and Spanish.

Table 3. Formal Public Review

Open House	May 23, 2023
Hood River Urban Renewal Agency	June 12, 2023
Hood River Urban Renewal Advisory Committee	June 15, 2023
Hood River Planning Commission	July 10, 2023
Hood River County	July 17, 2023, August 21, 2023
Notice of City Council Hearing	July
Hood River City Council Hearing	August 14, 2023
Hood River City Council Vote	August 28, 2023

D. Public Input on Planning Documents

The base planning documents being implemented by this Plan included significant public outreach outlined below. A more descriptive list of public involvement is shown in Exhibit A to this Plan.

(1) Transportation System Plan, amended in 2021

The 2021 Transportation System Plan amendment was largely to incorporate the Westside Concept Plan Report recommendations.

- Advised through the Westside Area Concept Plan Report process – stakeholder interviews, Project and Technical Advisory Committees, Project Website, Public Open House events
- Additional Online Open House, Website, and Planning Commission and City Council meetings

(2) Hood River Affordable Housing Strategy

The Hood River Affordable Housing Strategy identifies and describes actions and implementation steps to address housing affordability and encourages the development and preservation of housing units to better meet residents' affordability needs. With the Affordable Housing Strategy, the City has identified a set of actions to support new and existing affordable development. The actions will encourage the development of more diverse housing types, grow partnerships with housing providers and agencies involved in housing issues, and reduce displacement risk for Hood River residents.

Engagement Process located on p. 67 of the Hood River Affordable Housing Strategy

- Task force – 12 members
- Stakeholder interviews: service providers, Latino community, employers, affordable housing developers, local housing developers, local government agencies
- Equity lens applied throughout engagement process
- Collaborative, with multiple rounds of feedback

(3) Multi-Jurisdictional Parks, Recreation & Open Space Plan

This **Multi-Jurisdictional Parks, Recreation & Open Space Plan** is intended to serve as the guiding recreation plan for the Hood River Valley Parks and Recreation District, the City of Hood River and Hood River County. The Port of Hood River and Hood River County School District, along with several conservation organizations, were integral partners and contributors to the plan.

Outreach efforts are located on p. 1-7 of the Multi-Jurisdictional Parks, Recreation & Open Space Plan

- Focus Groups: Recreation group, sports fields and facilities group, Latino community group
- Stakeholder interviews
- Community survey – 582 responses received
- Community meeting

E. Tax Increment Finance Overview

Oregon Revised Statute (ORS) Chapter 457 allows for the use of tax increment financing to fund projects in designated urban renewal areas. Tax increment revenues - the amount of property taxes generated by the increase in total assessed values in the tax increment area from the time the tax increment area is first established - are used to repay borrowed funds. The borrowed funds are used to pay for projects and cannot exceed the maximum indebtedness amount set by the tax increment plan.

The purpose of tax increment financing is to improve specific areas of a city that are poorly developed or underdeveloped, called blighted areas in ORS 457.010. These areas can have streets and utilities in poor condition, a complete lack of streets and utilities altogether, or other obstacles to development. In general, tax increment projects can include construction or improvement of streets, trails, utilities, and other public facilities; assistance for rehabilitation or redevelopment of property; acquisition and re-sale of property (site assembly) from willing sellers; and improvements to public spaces.

This Area meets the definition of blight due to its transportation system infrastructure deficiencies, utility infrastructure deficiencies, and underdeveloped and undeveloped properties. These blighted conditions are specifically cited in the ordinance adopting the Plan and described in detail in the Report.

The Report contains the information required by ORS 457.087, including:

- A description of the physical, social, and economic conditions in the area;

- Expected impact of the Plan, including fiscal impact in light of increased services;
- Reasons for selection of the Plan area;
- The relationship between each project to be undertaken and the existing conditions;
- The estimated total cost of each project and the source of funds to pay such costs;
- The estimated completion date of each project;
- The estimated amount of funds required in the Area and the anticipated year in which the debt will be retired;
- A financial analysis of the Plan;
- A fiscal impact statement that estimates the impact of tax increment financing upon all entities levying taxes upon property in the area; and
- A relocation report.

III. MAXIMUM INDEBTEDNESS

Maximum indebtedness is the amount of indebtedness secured by a pledge of tax increment revenue that can be spent on projects, programs and administration throughout the life of the Plan. The maximum amount of indebtedness that may be issued or incurred under the Plan, based upon good faith estimates of the scope and costs of projects in the Plan and the schedule for their completion is \$146,700,000 (One Hundred Forty-Six Million Seven Hundred Thousand dollars). This amount is the principal of such indebtedness and does not include interest or indebtedness incurred to refund or refinance existing indebtedness or interest earned on bond proceeds. The method of establishing the maximum indebtedness is shown in the Report.

IV. PLAN GOALS

The goals were developed using the three main planning documents that exist for the area.

- The Transportation Goals are from the Hood River Transportation System Plan (as amended in 2021)
- The Affordable Housing Goals are from the Hood River Affordable Housing Strategy, May 2022
- The Recreation Goals are from the Hood River Valley Parks & Recreation District Master Plan, September 2020

The tax increment projects identified in Sections V and VI of the Plan are the specific means of implementing the principles. The projects will be pursued as economically as is feasible and at the discretion of the Agency. The goals and guiding principles are not listed in any order of importance or priority for this Plan; however, they are listed in the order designated in the original planning document. Following adoption of this Plan, the Agency has contracted to complete a Five Year Action Plan that will prioritize projects for the first five years of tax increment collections. A matrix of how the projects align with the goals and objectives is shown in

Table 4.

A. Equity Framework¹

Goal: Honor the Hood River City Council Goals on Racial and Social Equity

Objectives:

In developing and implementing the Westside Plan, the Agency will adhere to principles which align with City Council adopted actions for racial justice and equity in Hood River as adopted in City Council Resolution 2020-13, Resolution for Racial and Social Equity within the City of Hood River. A full Equity Framework is provided in Attachment A. The framework covers:

- Clarity- Understand what we are doing and why. It is our responsibility to move forward with this Plan knowing the problems that our community faces.
- Transparency - Be open with the community about what we are doing and why. Use inclusive and plain language and offer information in both English and Spanish. Be clear about how we are using past input and how new input we receive will be used.
- Comprehensive Vision - Assess the multitude of potential benefits and negative consequences of a proposed action; pay attention to who could benefit and who may be harmed or burdened by an action.
- Commitment to Equity - Seek to ensure benefits accrue to communities who have historically been left behind, primarily communities of color and low-income communities; work to ensure burdens aren't disproportionately borne by those who have historically borne the burdens of government action. Emphasize both equity in process and equity in outcomes.
- Consider Long Term Effects - Commit to long-term goals that will benefit future generations.

B. Transportation²

Goals:

- A balanced transportation system.
- Transportation facilities designed, constructed, and maintained in a manner that enhances Hood River's livability.
- A safe transportation system.
- An efficient transportation system that reduces the number of trips made by single occupancy vehicles and limits congestion.
- Transportation facilities, which are accessible to all members of the community and reduce trip length.
- Transportation facilities, which provide efficient movement of goods.
- Implement the transportation plan by working cooperatively with federal, state, regional and local governments, private sector and residents, and by creating a stable, flexible transportation financing system.

¹ Westside Urban Renewal Plan Equity Framework, shown in Exhibit B

² Hood River Transportation System Plan, Amended 2021

- Protect the function and operation of the I-84 interchanges, interstate highway and local street network consistent with the following interchange functions and their relationship to the community and broader transportation system.
- Provide a sustainable transportation system that meets the needs of present and future generations.

Objectives:

Construct select transportation improvements at Exit 62, Cascade Avenue and Mt. Adams Avenue, construct Westside Drive and pursue other improvements to provide for a connected transportation system.

C. Affordable Housing³

Goals:

- Increase and retain housing opportunities for households with incomes up to 120% of Hood River’s Median Family Income (MFI).
- Engage residents, employers, housing advocates, service providers, and others affected by housing costs to ensure underrepresented voices are included in project outcomes.
- Adopt limited and actionable number of strategies with strong likelihood to result in affordable housing development.
- Ensure strategies address equity.
- Provide clear guidance about the specific policies, tools, and actions the City will use to encourage the development of affordable housing.

Objectives:

Acquire land to aid in the creation of 150-300 units of rental and owner-occupied housing for residents earning 120% and below Median Family Income.

D. Parks and Recreation⁴

Goal: *Trails Hood River County’s comprehensive trail system promotes active lifestyles by providing non-vehicular connections to nature, parks, schools and other community destinations, while balancing recreational needs with other community goals and being sensitive to farm and forest uses*

Urban and Regional Trails: Develop, enhance, and maintain multi-use trails that provide safe opportunities to recreate and to connect to major destinations within urban areas and throughout the greater Hood River area.

Primitive Trails: Provide a sustainable system of recreation trails to provide access to motorized and non-motorized outdoor recreation and connections to the region’s public forest lands for residents and visitors to the area.

³ Hood River Affordable Housing Strategy, Adopted May 2022 p 4

⁴ Hood River Area Multi-Jurisdictional Parks, Recreation, and Open Space Plan August 2020 p iv, v, vii

Goal: Parks: *Park providers in the Hood River area provide and maintain adequate parkland to provide diverse recreational experiences and meet current and future community needs*

Parkland Acquisition: Acquire additional parkland necessary to serve the Hood River area's current and future population based on adopted service levels.

Neighborhood and Community Parks: Improve park sites to provide a diverse range of active and passive recreational experiences.

Riverfront Regional Parks: Maintain and enhance riverfront parks to connect residents with the water and provide unique recreational experiences.

County Regional Parks: Provide opportunities for residents and visitors to experience – on a day or overnight basis – minimally developed parks that promote a connection to nature.

Partner Agency Recommendations:

City of Hood River

- Coordinate with HRVPRD to acquire up to three neighborhood parks and one community park to serve the westside of Hood River
- Plan for the acquisition and development of several trail corridors, including Westside Trail, Henderson Creek Trail and Ridgeline Trail
- Upgrade and enhance park amenities, ADA accessibility, and parking at existing parks

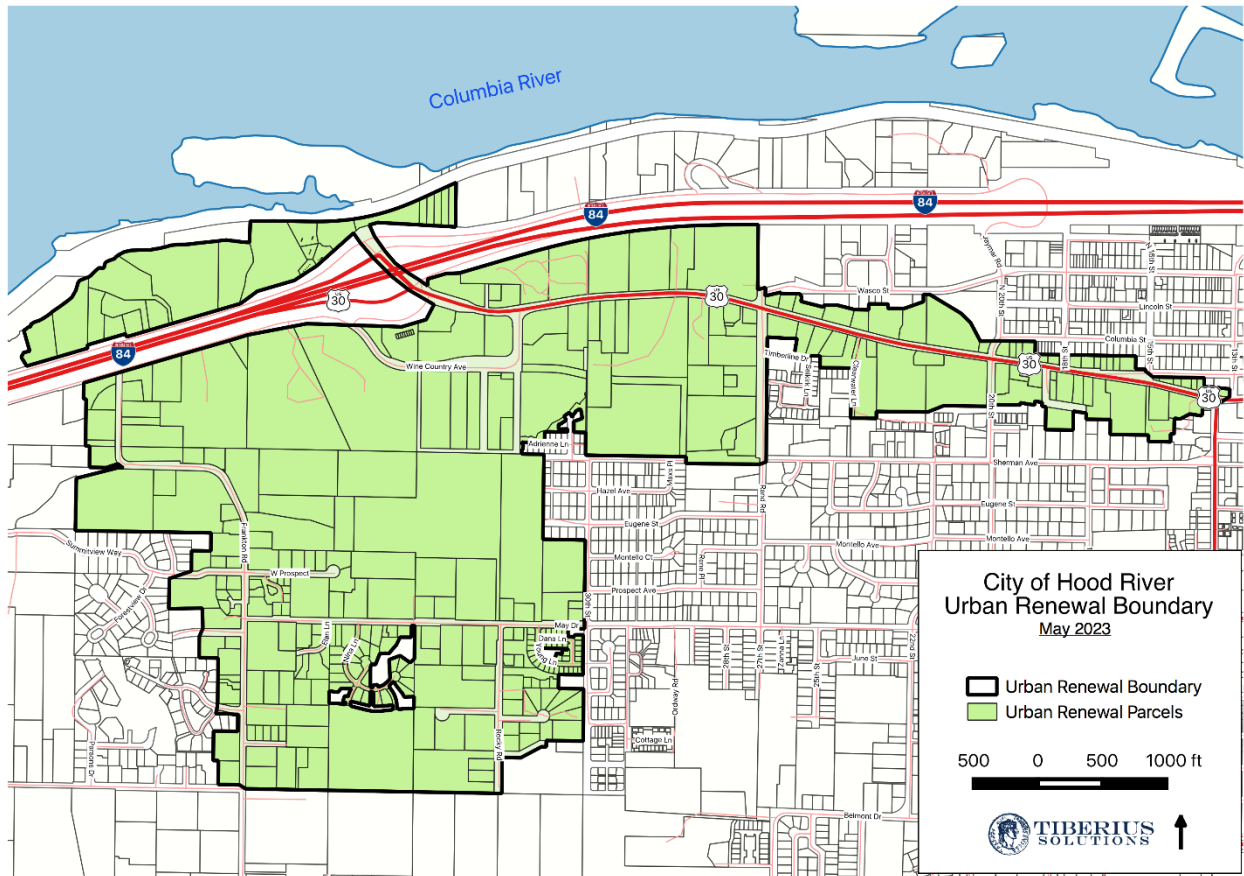
E. Administration

Goal: Provide for the Administration of the Urban Renewal Plan.

Table 4. Relationship of Projects to Westside Urban Renewal Area Plan Principles

Project Category	Goals and Guiding Principles
Transportation	A, B, C, D, E
Affordable Housing	A, C, D, E
Parks	A, D, E
Administration	A, B, C, D, E

Figure 1. Westside Urban Renewal Area Boundary



Source: Tiberius Solutions with data from the City of Hood River

V. TAX INCREMENT PROJECTS

Tax increment projects authorized by the Plan are described below. They are not listed in any priority order. The Agency has contracted with Elaine Howard Consulting LLC and ECONorthwest to write and adopt a five-year action plan which will include initial project sequencing, once the District has been created.

The Agency anticipates initiating a process to create an overlay zone for portions of the proposed district around Cascade Avenue, in recognition of the area's prominence as the entrance and gateway into the city.

The Agency will determine the order of the projects and may add projects in the future through the amendment process defined in Section VI of this Plan. The financing of the projects assumes additional funding sources will need to be identified. The projects come from the following sources:

- Transportation Projects are from the **Hood River Transportation System Plan, Amended 2021**
- Affordable Housing Projects are from the Hood River Affordable Housing Strategy, May 2022
- Multi-Jurisdictional Parks, Recreation & Open Space Plan, September 2020

A. Transportation

Multi-modal transportation improvements in the Area including but not limited to the following projects. MV is Motor Vehicle project identified in the **Hood River Transportation System Plan**, page 60-66, and Figure 8.

Projects below assume additional funding sources, such as contributions by developers, state grants and Oregon Department of Transportation (ODOT) project funds. In addition to the costs below, some projects may require additional funding for infrastructure such as water, sewer, and stormwater projects as identified in capital improvement plans, and bike lanes, pedestrian paths or sidewalks.

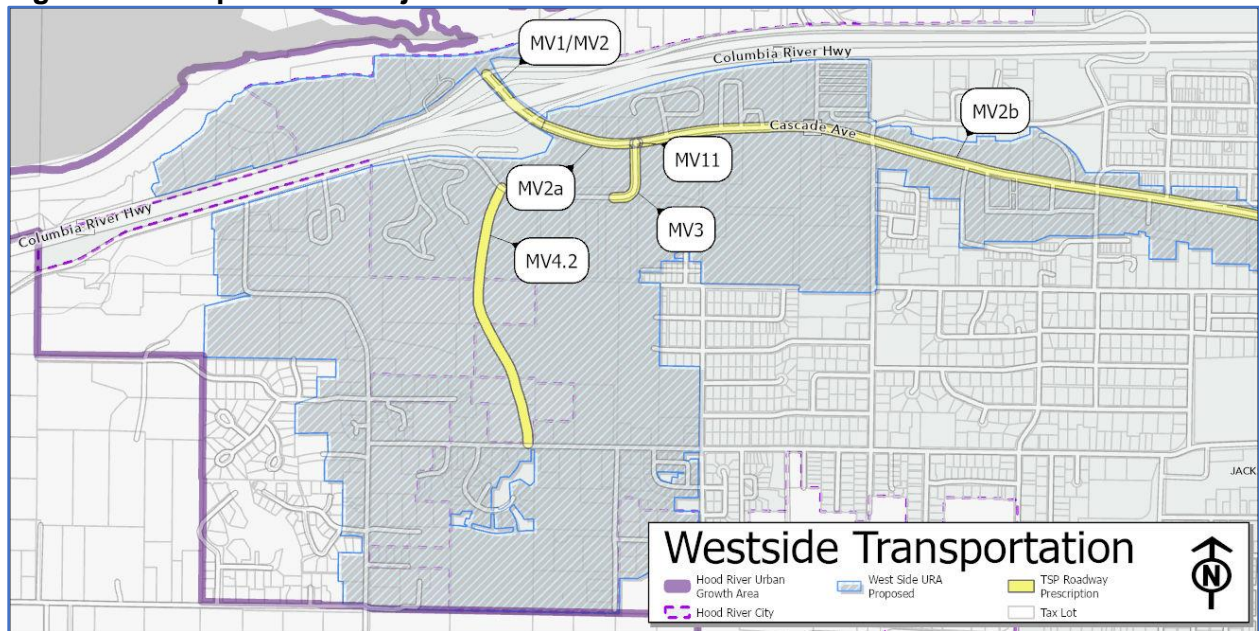
Many of the transportation projects listed below align with the **Hood River I-84 Exit 62 Interchange Management Plan**. Project MV11 (roundabout at Cascade Avenue and Mt. Adams Avenue) is identified as the top transportation project; however, project timing may depend on sequencing with related projects on Cascade Avenue.

Table 5. Transportation Projects

Project ID	Location	Description
MV1/MV2 Interim	I-84 Exit 62 Interchange	<ul style="list-style-type: none"> • I-84 Westbound Ramp/Terminal <ul style="list-style-type: none"> - Construct traffic signal • I-84 Westbound Ramp/Terminal <ul style="list-style-type: none"> - Install queue detection devices on the off-ramp and ability to pre-empt signal timing to allow the off-ramp queues to be cleared during times when queue lengths become excessive • I-84 Eastbound Ramp/Terminal <ul style="list-style-type: none"> - Construct an eastbound shared through/left turn lane to create an exclusive lane for the heavier right turn movement • Cascade Avenue <ul style="list-style-type: none"> - Construct second eastbound lane from the I-84 eastbound ramp terminal to Mt. Adams Avenue (would tie into the existing eastbound right turn lane at Mt. Adams Avenue) • Westcliff Drive/Cascade Avenue <ul style="list-style-type: none"> - Install a stop sign on the eastbound approach - Remove the stop sign for the northbound right turn lane
MV2a	Cascade Ave.(HCRH): I-84 Exit 62 Interchange to Mt. Adams Ave	Construct second westbound lane from Mt. Adams Ave. to I-84 eastbound ramp terminal (ends as right turn lane)*** <i>(Roundabout on Cascade Ave. at Mt. Adams Ave. listed as separate project – MV11)</i>
MV2b	Cascade Ave: Mt. Adams Ave to Rand Rd.	<ul style="list-style-type: none"> • Widen Cascade Ave. between Mt. Adams Ave. and Rand Rd. to include one travel lane in each direction and a center turn lane
MV3	Mt. Adams Ave.: Cascade Ave. to Wine Country Ave.	<ul style="list-style-type: none"> • <u>Cascade Ave. at Mt. Adams Ave.</u> <ul style="list-style-type: none"> • Widen to east of Mt. Adams Avenue between Cascade Ave. And Wine Country Ave. to construct a second northbound left turn lane (reevaluate the need for this if a roundabout is chosen as the preferred alternative) • Install yield control for eastbound right turn lane (constructed as part of MV2) (Roundabout (preferred if feasible) or traffic signal on Cascade Ave. at Mt. Adams Ave. listed as separate project – MV11) • <u>Mt. Adams Ave. at Wine County Ave.</u> <ul style="list-style-type: none"> • Construct a roundabout
MV4.2	Westside Drive (Wine Country Avenue to May Street)	<ul style="list-style-type: none"> • Construct Westside Drive as a 2 to 3-lane minor arterial from Wine Country Avenue to May Street.

MV11	Mt. Adams Ave./ Cascade Ave.	• Construct roundabout
		Neighborhood & Urban Collectors as designated by the Agency potentially including Wine Country, Sherman, Frankton, Post Canyon, Belmont, Westcliff, and May St.
		Additional Cascade Avenue Streetscape Improvements

Figure 2. Transportation Projects



Source: City of Hood River

B. Affordable Housing

The projects identified below are a result of the recommendations from the **Hood River Affordable Housing Strategy**. Funding for the projects assumes additional funding sources such as state grants, low-income housing tax credits, partnerships with land trusts or other funding sources as identified in the future. This project list may be updated from time to time to include input through the implementation of the **Hood River Affordable Housing Strategy** and with input from the Equity Framework, both in the development of the Five-Year Action Plan and in future planning for the Area. The Affordable Housing Strategy identified that “most households with unmet housing needs have incomes below 50% of MFI, accounting for about 970 households or 60% of existing and new households with unmet housing needs”. Providing tools for the development of housing for this income group is a high priority.

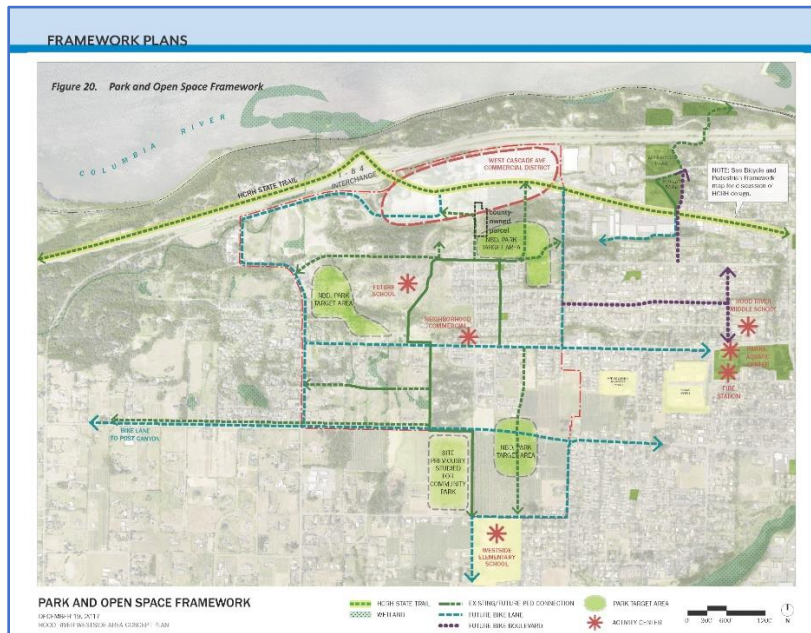
Table 6. Affordable Housing Projects

Project ID	Location	Description
Rental and/or Owner-Occupied Project #1	TBD	Land Acquisition to aid in the creation of approximately 50-100 units intended for residents with less than 120% of median family income
Rental and/or Owner-Occupied Project #2	TBD	Land Acquisition to aid in the creation of approximately 50-100 units intended for residents with less than 120% of median family income
Rental and/or Owner-Occupied Project #3	TBD	Land Acquisition to aid in the creation of approximately 50-100 units intended for residents with less than 120% of median family income
NA	NA	Additional opportunities to develop or preserve housing potentially including the ODOT Yard.

B. Parks

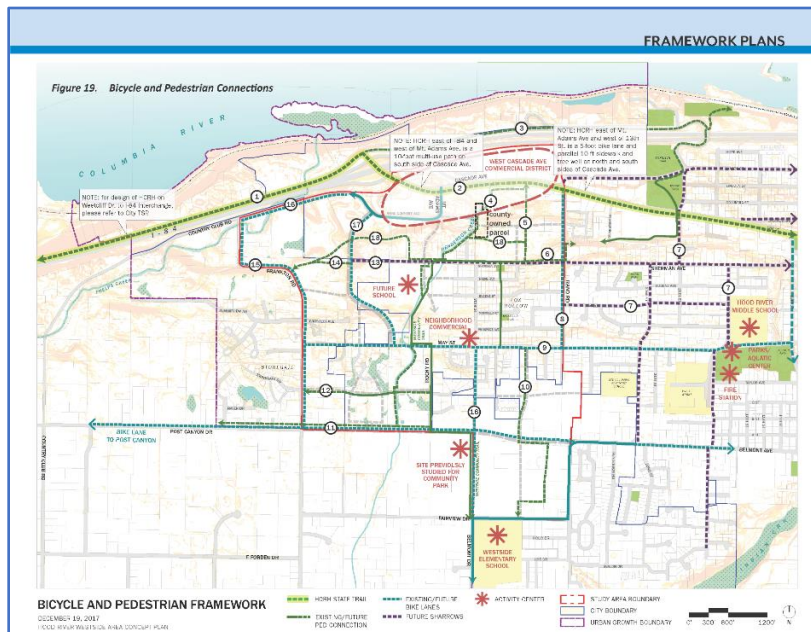
The following figures from the **Westside Area Concept Plan Report** show the how neighborhoods, including those within the Westside Urban Renewal District, can be served with parks (conceptual sizes and locations) to meet the needs of current and future residents, and how those neighborhoods and parks can be linked together with trails, multi-use paths and other transportation facilities.

Figure 3. Park and Open Space Framework



Source: City of Hood River Westside Area Concept Plan Report

Figure 4. Bicycle and Pedestrian Connections



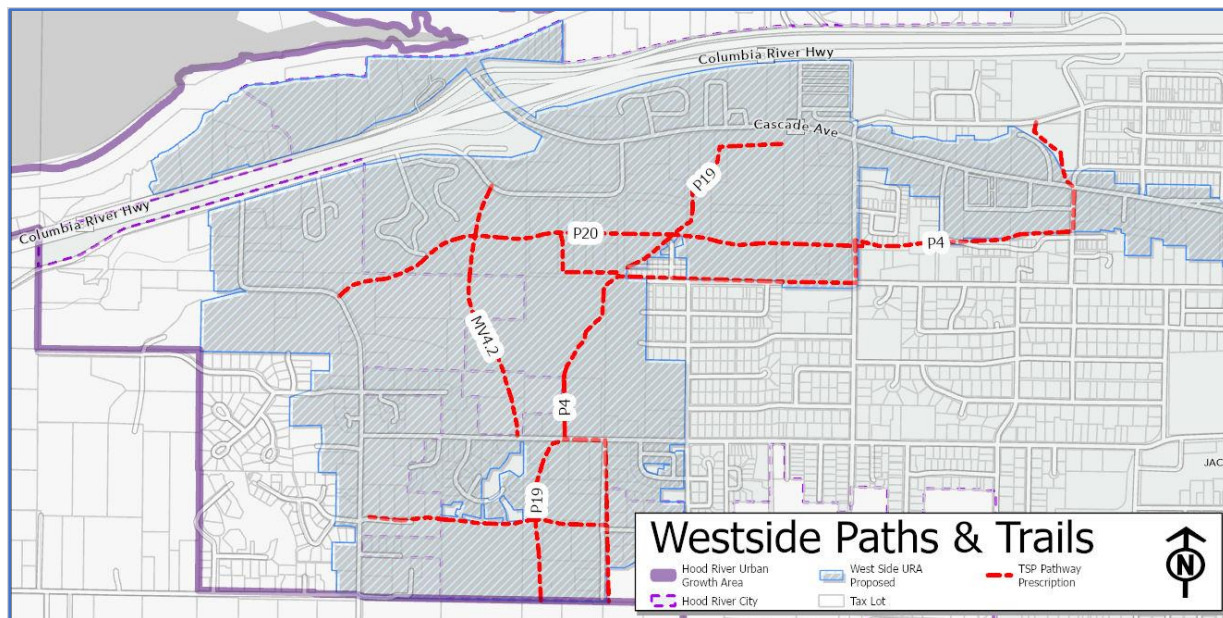
Source: City of Hood River Westside Area Concept Plan Report

The trail projects are listed in the **Transportation System Plan** and the conceptual parks projects are identified in the **Hood River Parks & Recreation District's Multi-Jurisdictional Parks Master Plan**.

Table 7. Trails and Parks Projects

Project ID	Location	Description
MV4.2	Westside Drive	Construct a multi-use path along Westside Dr. from Wine Country to May St.
P4	Westside Community Trail	Extend Westside Community Trail east from Rocky Road to connect with the existing trail at 20 th Street.
P19	Henderson Creek Trail	Construct an asphalt or concrete path from the south UGB/Post Canyon Drive extension to Cascade Avenue in a buffer along Henderson Creek.
P20	Ridgeline Trail north of Sherman Ave	Construct a trail from Rand Road to Frankton Road.
Urban Neighborhood Park A	TBD	Land Acquisition and Development for 2-acre park
Urban Neighborhood Park B	TBD	Land Acquisition and Development for 2-acre park
NA	NA	Additional opportunities to acquire land for trails, paths, and parks

Figure 5. Trail and Park Projects



C. Administration

Authorizes expenditures for the administrative costs associated with managing the Area including budgeting and annual reporting, planning and the implementation of projects in the Area. Funds could potentially be allocated from contingency to provide for annexation support.

VI. AMENDMENTS TO PLAN

The Plan may be amended as described in this section. Adding other properties to the Developer Incentives Program does not require an amendment to the Plan. All amendments to the Plan are to be listed numerically on the inside of the front page of the Plan and then incorporated into the Plan document and noted by footnote with an amendment number and adoption date.

A. Substantial Amendments

Substantial Amendments, in accordance with ORS 457.085(2)(i), shall require the same notice, hearing, and approval procedure required of the original Plan, under ORS 457.095, including public involvement, consultation with taxing districts, presentation to the Agency, the Planning Commission, the County and adoption by the City Council by non-emergency ordinance after a hearing. If there is still unincorporated property within the boundary at the time of a substantial amendment, the County Board of Commissioners will also need to approve the substantial amendment via approval of a resolution. If there is no longer unincorporated property in the Area at the time of a substantial amendment, the City Council itself may approve a substantial amendment.

Notice of such hearing shall be provided to individuals or households within the City of Hood River, as required by ORS 457.120.

Notice of adoption of a Substantial Amendment shall be provided in accordance with ORS 457.095 and 457.115.

Substantial Amendments are amendments that:

1. Add land to the tax increment area, except for an addition of land that totals not more than a cumulative 1% of the existing area of the tax increment area; or
2. Increase the maximum amount of indebtedness that can be issued or incurred under the Plan.

B. Minor Amendments

Minor Amendments are amendments that are not Substantial Amendments as defined in this Plan and in ORS 457. Minor Amendments require approval by the Agency by resolution.

C. Amendments to the Hood River Comprehensive Plan and/or Hood River Municipal Code

Amendments to the Hood River Comprehensive Plan and/or Hood River Municipal Code that affect the Plan and/or the Area shall be incorporated automatically within the Plan without any separate action required by the Agency or City Council. If a Substantial Amendment is prepared, the Section of this Plan on Relationship to Local Objectives should be updated at that time.

VII. PROPERTY ACQUISITION AND DISPOSITION

The Plan authorizes the acquisition and disposition of property as described in this section. Property includes any and all interests in property, including fee simple ownership, lease, easements, licenses, or other rights to use. If property is acquired it will be identified in the Plan through a Minor Amendment, as described in Section VI – Amendment to Plan. Identification of property to be acquired and its anticipated disposition is required by ORS 457.085(g). If property acquisition includes a public building, how that public building serves and benefits the Area must be identified per ORS 457.085(2)(j).

A. Property acquisition for public improvements

The Agency may acquire any property within the Area for the public improvement projects undertaken pursuant to the Plan by all legal means.

B. Property acquisition from willing sellers

The Plan authorizes Agency acquisition of any interest in property within the Area that the Agency finds is necessary for private redevelopment, but only in those cases where the property owner wishes to convey such interest to the Agency. The Plan does not authorize the Agency to use the power of eminent domain to acquire property from a private party to transfer property to another private party for private redevelopment. Property acquisition from willing sellers may be required to support development of projects within the Area.

C. Land disposition

The Agency will dispose of property acquired for a public improvement project by conveyance to the appropriate public agency responsible for the construction and/or maintenance of the public improvement. The Agency may retain such property during the construction of the public improvement.

The Agency may dispose of property acquired under Subsection B of this Section VII by conveying any interest in property acquired. Property shall be conveyed at its fair reuse value. Fair reuse value is the value, whether expressed in terms of rental or capital price, at which the Agency, in its discretion, determines such land should be made available in order that it may be developed, redeveloped, cleared, conserved, or rehabilitated for the purposes specified in the Plan. Because fair reuse value reflects limitations on the use of the property to those purposes specified in the Plan, the value may be lower than the property's fair market value.

Where land is sold or leased, the purchaser or lessee must agree to use the land for the purposes designated in the Plan and to begin and complete the building of its improvements within a period of time that the Agency determines is reasonable.

D. Properties to be acquired

This Plan must provide an indication of which real property may be acquired and the anticipated disposition of said real property whether by retention, resale, lease or other legal use, together with an estimated time schedule for such acquisition and disposition. This may be added at a date when the property is identified and may be added through a Minor Amendment.

VIII. RELOCATION METHODS

When the Agency acquires occupied property under the Plan, residential or commercial occupants of such property shall be offered relocation assistance, as required under applicable state law. Prior to such acquisition, the Agency shall adopt rules and regulations, as necessary, for the administration of relocation assistance. The Agency will comply with all applicable state law in providing these potential benefits.

IX. TAX INCREMENT FINANCING OF PLAN

Tax increment financing consists of using annual tax increment revenues to make payments on debt, usually in the form of bank loans or revenue bonds. The proceeds of the debt are used to finance the tax increment projects authorized in the Plan. Debt may be either long-term or short-term.

Tax increment revenues equal most of the annual property taxes imposed on the cumulative increase in assessed value within a tax increment area over the frozen base value (i.e., total assessed value at the time a tax increment plan is adopted). The property taxes for general obligation (GO) bonds and local option levies approved after October 6, 2001 are not part of the tax increment revenues.

A. General description of the proposed financing methods

The Plan will be financed using a combination of revenue sources. These include:

- Tax increment revenues;
- Advances, loans, grants, and any other form of financial assistance from federal, state, or local governments, or other public bodies;
- Loans, grants, dedications, or other contributions from private developers and property owners, including, but not limited to, assessment districts; and
- Any other public or private source.

Revenues obtained by the Agency will be used to pay or repay the costs, expenses, advancements, and indebtedness incurred in (1) planning or undertaking project activities, or (2) otherwise exercising any of the powers granted by ORS Chapter 457 in connection with the implementation of this Plan, including costs associated with the preparation of the Plan.

B. Tax increment financing

The Plan may be financed, in whole or in part, by tax increment revenues allocated to the Agency, as provided in ORS Chapter 457. The ad valorem taxes, if any, levied by a taxing district in which all or a portion of the Area is located, shall be divided as provided in Section 1c, Article IX of the Oregon Constitution, and ORS 457.440. Amounts collected pursuant to ORS 457.440 shall be deposited into the unsegregated tax collections account and distributed to the Agency based upon the distribution schedule established under ORS 311.390.

X. VALIDITY

Should a court of competent jurisdiction find any work, clause, sentence, section or part of this Plan to be invalid, the remaining words, clauses, sentences, sections or parts shall be unaffected by such findings and shall remain in full force and effect for the duration of this Plan.

XI. ANNUAL REPORT AND FINANCIAL REVIEW

The Agency shall file an Annual Report in compliance with ORS 457.460. Along with the Annual Report, the Agency will undertake a financial analysis of the Plan, including updated projections in years 15 and 20 for tax increment finance revenues and evaluating the ability of the revenues to achieve or exceed the Plan's maximum indebtedness by the anticipated expiration date in FYE 2049. The Agency shall also review the project list for potential changes. The Agency shall consult and confer with affected taxing districts regarding the results of this financial and project update and will consider revenue sharing or shortening the time frame of the Plan if revenues are exceeding projections.

XII. RELATIONSHIP TO LOCAL OBJECTIVES

ORS 457.085 requires that the Plan conform to local objectives including the comprehensive plan and economic development plan of a locality. This section provides that analysis. Relevant local planning and development objectives are contained within the following documents:

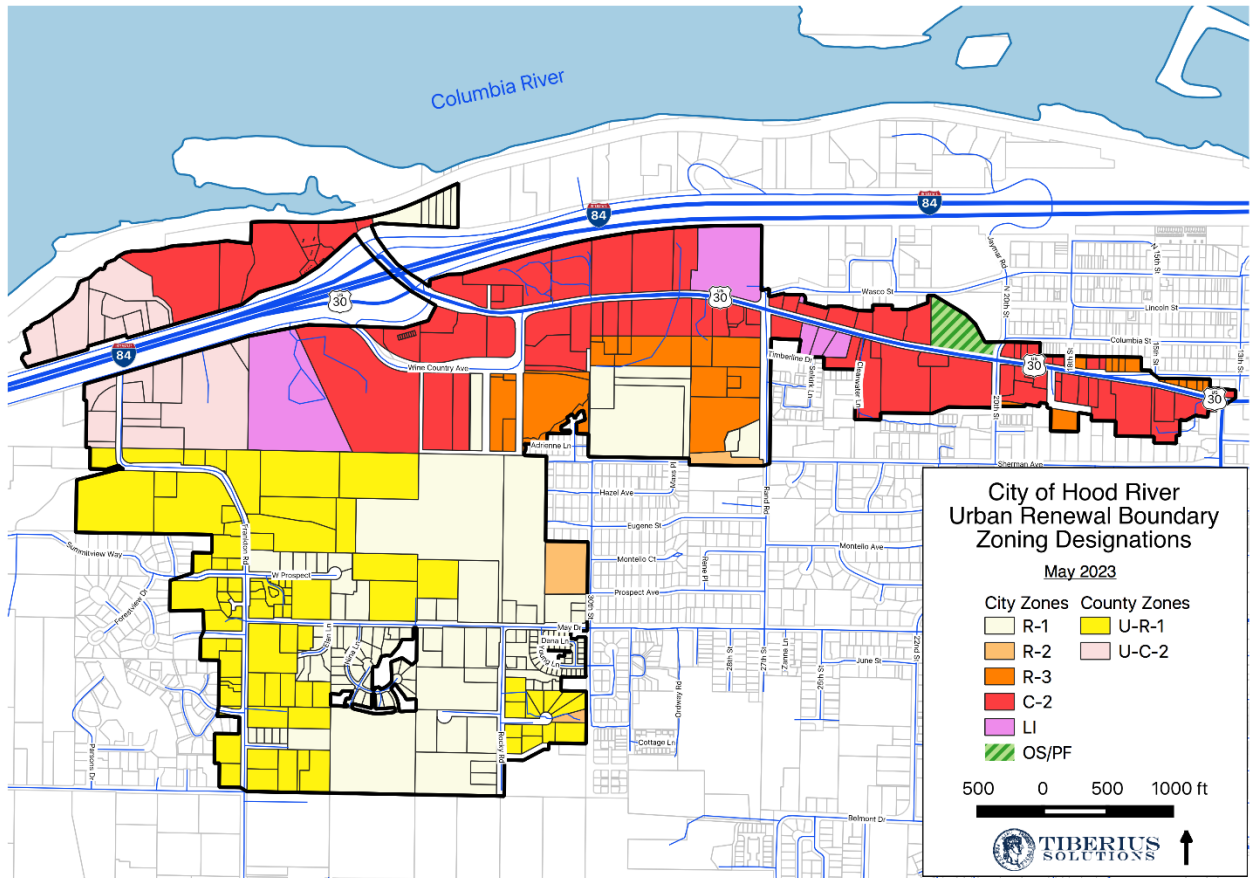
- **Hood River Comprehensive Plan (Comprehensive Plan)**
- **Hood River Transportation System Plan**
- **Hood River Affordable Housing Strategy**
- **Hood River Area Multi-Jurisdictional Parks, Recreation & Open Space Plan**
- **Hood River Municipal Code**

The following section describes the purpose and intent of these plans, the main applicable goals and policies within each plan, and an explanation of how the Plan relates to the applicable goals and policies. The analysis covers the most relevant sections of the documents but may not cover every section of the documents that relate to the Plan.

The numbering of the goals and policies within this section reflects the numbering that occurs in the original document. *Italicized text* is text that has been taken directly from an original document and therefore cannot be changed. Some verbiage may say “complies with”, which, in this document is synonymous with “conforms to” as stated in ORS 457.095.

Zoning Code designations for all land in the Area are shown in Figure 2. Hood River has a one map system, so the comprehensive plan designations and zoning designations are the same. All proposed land uses conform to Figure 2. Maximum densities and building requirements for all land in the Area are contained in the Hood River Municipal Code.

Figure 6. Zoning Designations



Source: Tiberius Solutions with Data from the City of Hood River

A. Hood River Comprehensive Plan

Goal 1: CITIZEN INVOLVEMENT

GOAL

Maintain a citizen involvement program that ensures the opportunity for citizens to be involved in all phases of the planning process.

A. POLICIES:

- 1. Improve and use existing citizen participation programs to ensure ongoing citizen involvement in planning and land use regulation revisions now and after acknowledgement of the Comprehensive Plan.*
- 2. Establish, maintain, and encourage uses of an ongoing citizen involvement program for the City of Hood River.*

FINDING: Section I of this Plan lists the extensive citizen involvement in the documents upon which this Plan was developed and on the Plan itself. The Plan conforms with the Comprehensive Plan Goal 1 - Citizen Involvement.

GOAL 5 OPEN SPACES, SCENIC AND HISTORIC AREAS AND NATURAL RESOURCES

OPEN SPACES

GOALS

Open space and natural areas are an integral part of the City of Hood River's livability. A wide range of types and sizes of open space and natural areas within the urban area should provide; diverse plant and animal habitat, visual and special breaks from urban uses and places for recreation, facilities for community events, trails for pedestrian and bicycle transportation and sports activities. Open space and natural areas may be in the form of; parks, public school grounds, trails, natural areas and areas of special interest, river and stream corridors, open space easements and right-of-way, and lands excluded from development.

Maintaining open space and natural areas in an urban area is a difficult task, and one that becomes more complex during periods of rapid growth. However, providing open space in the urban area for the benefit of existing and future residents is important. The following goals are intended to enhance, create and protect the City of Hood River's open space and natural areas:

- 1. to provide land for recreational uses such as windsurfing, kite boarding, bicycling, jogging and fishing;*
- 2. to preserve water resources, riparian, and wildlife habitats;*
- 3. to establish trails, greenways and wildlife corridors that are interconnected;*
- 4. to encourage environmental awareness so that citizens will become stewards of our natural resources;*
- 5. to soften the appearance of street corridors with planter and median strips; and*
- 6. to support coordinated efforts of public agencies, private organizations and individuals to preserve and enhance the area's natural features and open space.*

FINDING: The Plan provides funding for parks and trails within the Area. These include the Historic Columbia River Highway Trail, Westside Community Trail, Henderson Creek Trail, Ridgeline Trail north of Sherman Avenue and two urban neighborhoods parks in location to be determined in the future. The Plan conforms with the Comprehensive Plan Goal 5 - Open Spaces, Scenic And Historic Areas And Natural Resources.

GOAL 6 AIR, WATER, AND LAND RESOURCES QUALITY

GOAL: *To maintain and improve the quality of the air, water, and land resources of the planning area to provide a relatively pollution—free environment.*

FINDING: Placement of walkways and bikeways shall be encouraged in an attempt to lessen the amount of motorized traffic which should have a positive impact on air quality.

GOAL 8 RECREATIONAL NEEDS

GOAL: *To satisfy the recreational needs of the citizens of the community and visitors to the area.*

POLICIES:

2. *When feasible, recreational opportunities and park sites will be located so as to be accessible to a maximum number of people.*
3. *The development of parks which are accessible by means of walking or bicycling is encouraged.*
6. *As parcels of land are annexed from the UGA into the City, some land will be designated Open Space/Public Land for the development of new parks and public facilities, including access ways, to serve the recreational needs of the community.*

FINDING: The Plan provides funding for parks and trails within the Area. These include the Westside Community Trail, Henderson Creek Trail, Ridgeline Trail north of Sherman Avenue and two urban neighborhoods parks in location to be determined in the future. The Plan conforms with the Comprehensive Plan Goal 8 - Recreational Needs.

GOAL 9 ECONOMY

GOAL: *To diversify and improve the economy to the Hood River planning area while preserving and promoting the City's quality of life and small-town atmosphere.*

POLICIES:

1. *Preserve and promote the city's "quality of life" including small town atmosphere, family-oriented community, good schools, open space and recreational opportunities, urban bike and walking system, beautiful natural setting and space for existing business to expand as an incentive for economic development.*
3. *Allow for new and existing business expansion needs that support retention and growth of strategic employment clusters community which include: health care; advanced manufacturing (e.g., avionics, composite materials, electronics, etc.); athletic/outdoor gear (e.g., wind sports gear, apparel, ect.[sic]); clean-tech (e.g. utilities, wind energy research and development, ect.[sic]); food and beverage processing (e.g., fruit juice, wine, beer, organic supplements, etc.); creative services (e.g., computer software development, electronic publishing, ect.[sic]); and advanced education and create a desired balance between the quality of life of this community and economic health of the city.*

4. The majority of the targeted businesses that consider expanding/relocating to Hood River will consist of small businesses (less than 10 employees) that can locate within existing office or industrial buildings or within new office or flex/industrial buildings that are developed on vacant sites under 5 acres of size.

5. Ensure provisions of adequate public facilities in association with development to support economic development and maintain consistency between the public facilities plans and the Goal 9 goals, policies and implementation strategies.

6. The City has several commercial areas that can be set apart in the City and each have their own unique characteristics: Central Business District, The Heights Business District, the Waterfront, and West Cascade. The City will seek to distinguish these differences and propose ways to maintain these district employment districts.

9. Engender economic sustainability by supporting small businesses.

10. To continue to recognize the City's role in the Hood River planning area, county and beyond.

Implementation Strategies

5b. Utilized available grants and tax increment financing to assist in the financing of the extension of public facilities to lands in areas where infrastructure is deficient and cooperate with economic development agencies in marketing and incentives directed toward the fire strategic clusters.

FINDING: The Plan provides funding to implement the projects identified in the **Transportation System Plan**, the **Affordable Housing Strategy** and provision of parks and trails within the Area in accordance with the **Hood River Area Multi-Jurisdictional Recreation & Open Space Plan** that will help facilitate future development of the Area and preserve and promote the city's "quality of life" including small town atmosphere, family-oriented community, good schools, open space and recreational opportunities, urban bike and walking system, beautiful natural setting and space for existing business to expand as an incentive for economic development.

The Area contains the West Cascade commercial area that will benefit from improvements to the transportation network and by increased population within the Area to support the businesses within that commercial area.

The provision of public facilities within the Area is in conformance with goal 9 to ensure provision of adequate public facilities. The Plan conforms to the Comprehensive Plan Goal 9 - Economy.

GOAL 10 HOUSING

GOAL: To provide a variety of opportunities to meet the housing needs of the residents of Hood River at all income levels.

POLICIES:

1. The City will promote and encourage the maintenance of existing housing, the rehabilitation of older housing, and the development of a mixture of sound, adequate new housing in a variety of housing types to meet the needs of all segments of the population.

2. The City will ensure the orderly development of public utilities and services to serve buildable lands within the City and Urban Growth Boundary to meet the residential development needs of the community.

3. Development in the Urban Growth Area will occur in accordance with the land use designations established in the Plan Map and as further defined in the Urban Growth Management Agreement with Hood River County.

5. Mobile home parks will be allowed as a permitted use subject to site plan review using clear and objective criteria in the R-1, R-2, and R-3 Zones.

9. The City will encourage the provision of housing for senior, handicapped, and low income citizens at a minimum cost and will work with other organizations to achieve this goal.

11. The application of new technology, greater freedom of design, increased population densities, and economy of land use will be encouraged.

12. More efficient use of public facilities, to include existing roads, sewer and water mains will be emphasized in new development.

14. The City will annex parcels that are contiguous to city limits or separated from the City by a public right of way or body of water to provide water, wastewater or storm water service.

15. The City will encourage and support development of affordable housing, both publicly and privately financed, including the provision of government-subsidized housing, for households at or below 120% of the area median income, as defined by the U.S. Department of Housing and Urban Development (HUD).

18. Encourage the development of great neighborhoods by:

- Supporting neighborhood identity.
- Locating parks, trails, schools, daycare and churches in close proximity to residences.
- Incorporating natural features and spaces into developments.
- Connecting and orienting new neighborhoods.
- Encouraging residential development that conserves energy and water.

FINDING: One of three main categories of projects within the Plan is for the development of affordable housing, both rental and homeownership, in the Area. The funding will be used to supplement other funding sources to purchase land for affordable housing development for households at or below 120% of Area Median Income. The transportation network and utility infrastructure will be improved to allow for the development of housing within the Area. Funding is allocated for the provision of trails and parks within the Area to provided amenities to the housing in the Area. The Plan conforms with the Comprehensive Plan Goal 10 - Housing.

GOAL 11 PUBLIC FACILITIES AND SERVICES

GOAL To plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban and rural development in the City and Urban Growth Area.

1.4.1 POLICIES

1. Provide urban services (water, sewer, storm drainage and transportation) to residential, commercial and industrial lands within the City's Urban Growth Area ("UGA").

7. Ensure that public facilities and services of adequate size are constructed to serve planned urban uses as urban growth occurs consistent with the zoning.

8. Ensure that location and extension of urban services is done in accordance with this Plan and the Public Facilities Master Plans.

9. Plan for the location of schools where there are adequate urban services planned.

13. Generally, require property owners benefiting from urban services extensions to finance urban services extensions

21. Ensure coordination between the Transportation System Plan and Public Facilities Plan, particularly with respect to recommended capital improvements.

FINDING:

The Plan provides for urban services to be provided to the Area and within the Urban Growth Area. These services will be in accordance with the Public Facilities Master Plans and coordinated with the **Transportation System Plan**. The Plan conforms with the Comprehensive Plan Goal 11 - Public Facilities and Services.

GOAL 12 TRANSPORTATION

There are seven transportation goals with related policies organized under each goal.

GOAL 1: *A balanced transportation system.*

POLICIES:

2. *Provide connectivity to each area of the City for convenient multi-modal access.*
3. *Develop a safe, complete, attractive and efficient system of pedestrian and bicycle ways, including bike lanes, shared roadways, off-street pathways and sidewalks according to the pedestrian and bicycle system maps. Road standards shall address bicycle and pedestrian paths.*
4. *When development or redevelopment of land occurs, provide bike and pedestrian facilities that are consistent with standards and policies of this plan.*

GOAL 2: *Transportation facilities designed and constructed in a manner that enhances Hood River's livability.*

POLICIES:

1. *Maintain the livability of Hood River through proper location and design of transportation facilities.*
2. *Locate and design recreational and bicycle pathways so as to balance the needs of human use and enjoyment with resource preservation in identified Natural Resource areas.*
4. *Protect neighborhoods from excessive traffic and travel speeds while providing reasonable access to and from residential areas. Build local and neighborhood streets to minimize speeding.*

GOAL 3: *A safe transportation system.*

POLICIES:

2. *Design streets to serve the anticipated function and intended uses as determined by the comprehensive plan.*
6. *Construct pathways only where they can be developed with satisfactory design components that address safety, security, maintainability and acceptable pathway use.*

GOAL 4: *An efficient transportation system that reduces the number of trips and limits congestion.*

POLICIES:

3. *Require minimum LOS on transportation systems serving new developments.*

GOAL 5: *Transportation facilities, which are accessible to all member [sic] of the community and reduce trip length.*

POLICIES:

1. Construct transportation facilities to meet the requirements of the American with Disabilities Act.
2. Develop neighborhoods and local connections to provide adequate circulation in and out of the neighborhoods.

GOAL 6: *Transportation facilities, which provide efficient movement of goods.*

GOAL 7: *Implement the transportation plan by working cooperatively with federal, state, regional and local governments, private sector and residents, and by creating a stable, flexible financial system.*

1. Coordinate transportation projects, policy issues, and development actions with all affected governmental units in the area; Hood River County, CAT, Port of Hood River and ODOT.
4. Develop and utilize the System Development Charge and Traffic Impact Fee as an element of an overall funding program to pay for adding capacity to the collector and arterial street system and make safety improvements required by increased land use development.
5. Develop a long-range financial strategy to make needed improvements in the transportation system and support operational and maintenance requirements.

GOAL 8: *Protect the function and operation of the interstate highway interchanges consistent with the planned land uses in the vicinity of the interchanges.*

POLICIES:

1. Provide for an adequate system of local roads and streets for access and circulation within the interchange areas that minimize local traffic through the interchanges and on the interchange cross roads.
2. Provide safe and efficient operations between the connecting roadways (and the local street network, if applicable) within adopted IAMP management areas in the City and the UGA.
4. Recognize the importance of the interchange function to support the City's economic development goals and plan, including providing access to family wage jobs in the downtown, at the waterfront, and in west Hood River.
7. Working in conjunction with ODOT, help ensure that the functional capacity and safety of I-84 interchanges in Hood River are preserved and that sufficient revenue is generated to finance necessary improvements.
8. Support the design of the Historic Highway in the vicinity of Exit 62 as a gateway into the City.
10. Support safe bicycle and pedestrian facilities in the vicinity of Exit 62 that provide connectivity throughout the area and to destinations along the proposed Historic Columbia River Highway State Trail and Hood River Valley.

FINDING: The Plan provides funding to implement the projects identified in the **Transportation System Plan** and provision of parks and trails within the Area in accordance with the **Hood River Area Multi-Jurisdictional Recreation & Open Space Plan** that will help facilitate future development of the Area. These include provision for bicycle and pedestrian needs and a transportation network that will allow for the future development of the Area. The Plan conforms with the Comprehensive Plan Goal 12 Transportation.

GOAL 13 ENERGY CONSERVATION

GOAL: *To conserve energy and encourage the use of renewable energy resources.*

POLICIES:

2. Higher density land use along major arterials, collectors and intersections will be encouraged.

FINDING: The Plan provides funding to implement projects identified in the **Transportation System Plan** along major arterials including Cascade Avenue, and at intersections such as Cascade Avenue/Mt. Adams, where mixed-use development is anticipated to help meet the City's needs for multi-family housing. These projects include upgrading sidewalks for pedestrian use and bike paths in some areas, including between residential neighborhoods and schools and commercial areas. The Plan conforms with the Comprehensive Plan Goal 13 Energy Conservation.

GOAL 14 URBANIZATION

GOAL: *To provide for an orderly and efficient transition from rural to urban land use.*

1. *Contain urban development within areas planned for future long-range expansion where basic urban services such as sewer, water facilities, police and fire protection can be efficiently and economically provided.*

6. *Make it possible for utility extensions and transportation facilities to be designed and located so as to more closely match population growth.*

7. *Preserve and enhance the livability of the area.*

FINDING: The boundary of the Plan includes both properties within the city limits and unincorporated properties. The unincorporated properties are within the urban growth area. The city anticipates that these properties will provide valuable housing to help address the housing needs as identified in the **Hood River Affordable Housing Strategy**. The ability to fully develop in the Area is dependent on the projects in the Plan that provide for infrastructure improvements to the Area. The Plan has taken care to address not only the motor vehicle transportation needs but the trail and park needs for the unincorporated areas within the boundary of the Plan. These improvements will preserve and enhance the livability of the Area. The Plan conforms with the Comprehensive Plan Goal 14 - Urbanization.

B. Hood River Transportation System Plan

These goals and policies are covered in the Transportation Section of the Hood River Comprehensive Plan.

C. Hood River Affordable Housing Strategy

The Hood River City Council adopted the following AHS Goals on August 9, 2021:

- *Increase and retain housing opportunities for households with incomes up to 120% of Hood River's Median Family Income (MFI).*
- *Engage residents, employers, housing advocates, service providers, and others affected by housing costs to ensure underrepresented voices are included in project outcomes.*
- *Adopt limited and actionable number of strategies with strong likelihood to result in affordable housing development.*
- *Ensure strategies address equity.*
- *Provide clear guidance about the specific policies, tools, and actions the City will use to encourage the development of affordable housing.*

FINDING: One of three main categories of projects within the Plan is for the development of affordable housing, both rental and homeownership, in the Area. The funding will be used to

supplement other funding sources to purchase land for affordable housing development for households at or below 120% of Median Family Income/Area Median Income/. The Equity Framework developed for this Plan and the Equity Framework in the Affordable Housing Strategy will be used to ensure that the projects which are undertaken address equity and engage residents, employers, housing advocates, service providers, and others affected by housing costs. The Plan conforms with the **Hood River Affordable Housing Strategy**.

D. Hood River Area Multi-Jurisdictional Parks, Recreation & Open Space Plan

Goal: Trails *Hood River County's comprehensive trail system promotes active lifestyles by providing non-vehicular connections to nature, parks, schools and other community destinations, while balancing recreational needs with other community goals and being sensitive to farm and forest uses*

Urban and Regional Trails: Develop, enhance, and maintain multi-use trails that provide safe opportunities to recreate and to connect to major destinations within urban areas and throughout the greater Hood River area.

Primitive Trails: Provide a sustainable system of recreation trails to provide access to motorized and non-motorized outdoor recreation and connections to the region's public forest lands for residents and visitors to the area.

Goal: Parks: *Park providers in the Hood River area provide and maintain adequate parkland to provide diverse recreational experiences and meet current and future community needs*

Parkland Acquisition: Acquire additional parkland necessary to serve the Hood River area's current and future population based on adopted service levels.

Neighborhood and Community Parks: Improve park sites to provide a diverse range of active and passive recreational experiences.

Riverfront Regional Parks: Maintain and enhance riverfront parks to connect residents with the water and provide unique recreational experiences.

County Regional Parks: Provide opportunities for residents and visitors to experience – on a day or overnight basis – minimally developed parks that promote a connection to nature.

Partner Agency Recommendations:

City of Hood River

- Coordinate with HRVPRD to acquire up to three neighborhood parks and one community park to serve the westside of Hood River
- Plan for the acquisition and development of several trail corridors, including Westside Trail, Henderson Creek Trail and Ridgeline Trail
- Upgrade and enhance park amenities, ADA accessibility, and parking at existing parks

FINDING: The Plan provides funding for parks and trails within the Area. These include the Westside Community Trail, Henderson Creek Trail, Ridgeline Trail north of Sherman Avenue and two urban neighborhoods parks in location to be determined in the future. The Plan conforms with the **Hood River Area Multi-Jurisdictional Parks, Recreation & Open Space Plan**.

E. Hood River Municipal Code

The land uses in the Area will conform to the zoning designations in the Hood River Municipal Code including the maximum densities and building requirements and are incorporated by reference herein. The existing zoning is shown in Figure 6.

The development is expected to conform to the zoning requirements. As the Municipal Code is updated, this document will be automatically updated. If a substantial amendment is completed in the future, this section will be updated to match the current zoning designations.

The zoning categories applied to the Area at the time of adoption of the Westside Urban Renewal Area Plan follow. They are in the order that they occur in Title 17 of the Municipal Code.

Title 17 Zoning

Existing City Zoning Categories and Permitted Uses

R-1 Urban Low Density Residential

Permitted Uses.

1. *Detached single family dwellings for residential use and accessory structures*
2. *Manufactured homes for residential use*
3. *Mobile home parks*
4. *Residential care facilities*
5. *Transportation facilities pursuant to 17.20.050(A)*
6. *Public parks, playgrounds, and related facilities in an approved subdivision, subject to site plan review*
7. *Accessory uses permitted when accessory to residential use:*
 - a. *Accessory dwelling units subject to HRMC 17.23*
 - b. *Family day care subject to HRMC 17.04.100*
 - c. *Home Occupations subject to HRMC 17.04.100*
 - d. *Hosted homeshares and vacation home rentals subject to HRMC 17.04.115*
8. *Middle housing subject to HRMC Chapter 17.25.*

R-2 Urban Standard Density Residential

Permitted Uses.

1. *Detached single-family dwellings for residential and accessory structures*
2. *Duplexes for residential use*
3. *Manufactured homes for residential use*
4. *Mobile home parks subject to 17.12*
5. *Residential care facilities*
6. *Group residential, if less than fifteen (15) persons*
7. *Transportation facilities pursuant to 17.20.050(A)*

8. *Public parks, playgrounds, and related facilities in an approved subdivision, subject to site plan review*
9. *Accessory uses permitted when accessory to residential use:*
 - a. *Accessory dwelling units subject to HRMC 17.23*
 - b. *Bed and breakfast facilities subject to HRMC 17.04.110*
 - c. *Family day care subject to HRMC 17.04.100*
 - d. *Home Occupations in accordance with HRMC 17.04.100*
 - e. *Hosted Homeshares and vacation home rentals subject to HRMC 17.04.115*
10. *Townhouse projects for residential use including:*
 - a. *Two (2) townhouses subject to HRMC 17.19*
 - b. *four (4) or more townhouses subject to HRMC 17.16 and HRMC 17.19*
11. *Middle housing subject to HRMC Chapter 17.25.*

R-3 Urban High Density Residential

Permitted Uses.

1. *Detached single-family dwellings for residential use and accessory structures*
2. *Duplexes and triplexes for residential use*
3. *Multi-family dwellings for residential use, subject to HRMC 17.16*
4. *Manufactured homes for residential use*
5. *Mobile home parks subject to HRMC 17.12*
6. *Residential care facilities*
7. *Group residential, if fifteen (15) or more persons, subject to site plan review*
8. *Transportation facilities subject to HRMC 17.20.050(A)*
9. *Public parks, playgrounds, and related facilities in an approved subdivision, subject to site plan review*
10. *Accessory uses permitted when accessory to residential use:*
 - a. *Accessory dwelling units subject to HRMC 17.23*
 - b. *Bed and breakfast facilities subject to HRMC 17.04.110*
 - c. *Family day care subject to HRMC 17.04.100*
 - d. *Home Occupations to subject to HRMC 17.04.100*
 - e. *Hosted homeshares and vacation home rentals subject to HRMC 17.04.115*
11. *Townhouse projects for residential use including:*
 - a. *Three (3) or fewer townhouses subject to HRMC 17.19*
 - b. *Four (4) or more townhouses subject to HRMC 17.16 and HRMC 17.19.*
12. *Middle housing subject to HRMC Chapter 17.25.*

C-2 General Commercial

Permitted Uses. Except for C-2 Zoned land within the Waterfront Area, which are specifically addressed in Subsection D, the following uses are generally allowed in the C-2 Zone:

1. *Rooming and boarding houses*
2. *Home occupations*
3. *Bed and breakfast*
4. *Family day care*
5. *Residential care facility*
6. *Group residential, if less than 15 persons*
7. *Transportation facilities pursuant to 17.20.050(A)*

8. Accessory dwelling units
9. Residential use of existing detached single-family dwellings, manufactured homes, duplexes and triplexes
10. Hosted homeshares subject to Section 17.04.115
11. Vacation home rentals subject to Section 17.04.115

L1 Light Industrial

Permitted Uses.

1. Temporary uses not exceeding thirty (30) days.
2. Caretaker's residence for an on-site industrial use.
3. Transportation Facilities pursuant to 17.20.050(A).

OS/PF Open Space/public facility

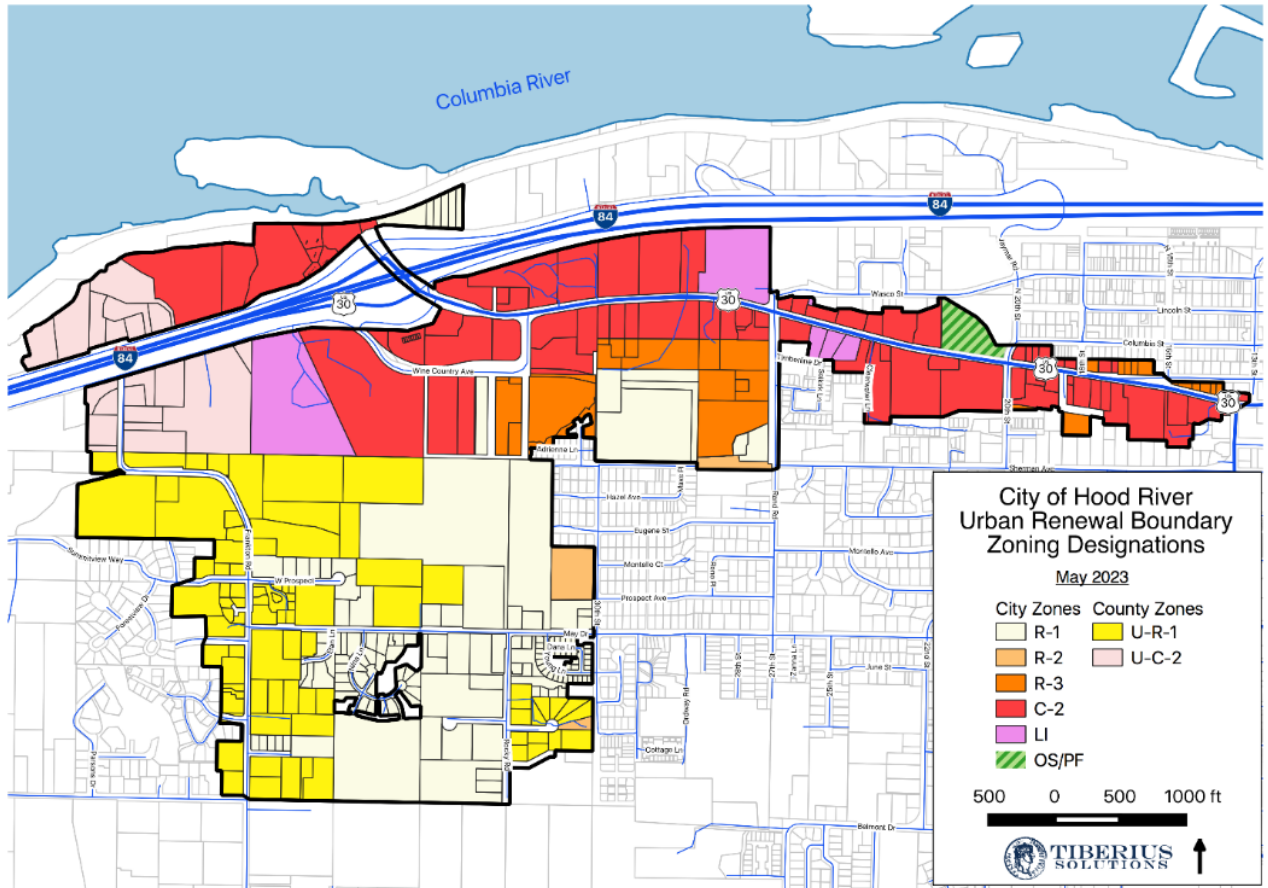
The purpose of the Open Space/Public Facilities Zone is to provide land areas for parks and other necessary public facilities. This zone is also intended to serve as the mechanism to implement the public parks land use designation of the Comprehensive Plan. Permitted uses not subject to site plan review in this zone shall include, but are not limited to: recreational activities, non-profit community activities, and arts festivals.

U-R-1 - Urban Growth Area Low Density Residential

U-C-2 - Urban Growth Area General Commercial

FINDING: The Plan Area contains the zoning districts identified above and is in conformance with the Community Development Code. As land in the Urban Growth Area is developed, it is anticipated it will be annexed to the city and zoning will be applied consistent with the described City zoning designations.

Figure 6 - Zoning Designations



XIII. LEGAL DESCRIPTION

Westside Urban Renewal Area
Hood River, Oregon

Exhibit A Public Input in Prior Planning Efforts

Who was reached in previous plans advising the Westside Urban Renewal District?

Multi-Jurisdictional Parks Master Plan

This Multi-Jurisdictional Parks, Recreation & Open Space Plan is intended to serve as the guiding recreation plan for the Hood River Valley Parks and Recreation District, the City of Hood River and Hood River County. The Port of Hood River and Hood River County School District, along with several conservation organizations, were integral partners and contributors to the plan.

Outreach efforts located on p. 1-7 of document, summarized as follows:

- Three Focus Groups: Wind/water/trail recreation group; sports fields and facilities group; Latino community group
- 11 stakeholder interviews: residents, NGOs, local business, rotary, community education, faith communities and activist groups.
- Community surveys: Mail & online-based community survey to gather input to help determine park, trail, open space and recreation priorities of the community. In close collaboration with Parks District staff and a Technical Advisory Committee, Conservation Technix developed the 16-question survey that was estimated to take approximately five minutes to complete. The mail survey was sent to a random sample of 2,500 households within the boundaries of the District on September 14th, and surveys were collected until October 31, 2018. Reminder postcards were mailed to the 2,500 households on October 2, 2018. An online version of the survey was posted to the District's website and made available to the general public. Information on the online survey was posted on September 19th and closed on October 22, 2018.
 - In total, 582 surveys were completed, and the two survey datasets were kept isolated to enable comparisons between the two samples. A summary of community survey results appear in Appendix B of the Master Plan.
- 1 community meeting
- 12 tabling events
- Social media content, eNewsletter, Radio Tierra advertising & emails
- Webpage for master plan process with project updates, links to the survey and additional information.
- HRVPRD partnered with The Next Door, a local nonprofit providing health and family services for the Latino community, to support outreach and recruitment of participants, in both English and Spanish. Also, staff from the Hood River Valley Park & Recreation District presented information about the plan to the Latinos In Action group to solicit feedback on the best ways to reach and get information from Latinos in Hood River.

Affordable Housing Strategy

This Strategy identifies and describes actions and implementation steps to address housing affordability and encourages the development and preservation of housing units to better meet residents' affordability needs. With this Strategy, the City has identified a set of actions to support new and existing affordable development. The actions will encourage the development of more diverse housing types, grow partnerships with housing providers and agencies involved in housing issues, and reduce displacement risk for Hood River residents.

Engagement Process located on p. 67 of document:

- Project Task Force – The City of Hood River recruited members to a community advisory Task Force and advertised the opportunity to serve on the task force in both English and Spanish via the City's website, social media, and direct outreach. The Task Force met five times via Zoom over seven months to provide multiple rounds of feedback, advice, and input throughout the development of the AHS, providing greater understanding of unmet housing needs in Hood River, considerations about the development of housing in Hood River, and priorities for strategies. Meeting agendas and presentations are posted on the City's website.
 - Members of the twelve-person Task Force include renters, housing advocates, service providers, employers, people with lived experience in publicly subsidized housing, and other community members to ensure underrepresented voices are included in project outcomes. The Task Force included representatives from the Mid-Columbia Housing Authority, Columbia Cascade Housing Corporation, and Mid-Columbia Community Action Council.
- Stakeholder discussions
 - Service Providers: senior services, healthcare, families with young children, native communities, and farmworkers.
 - Public partners: Hood River County, HR School District, HR Parks and Rec, Port of HR, CAT Transit District, CGCC
 - Latino community (two of them), affordable housing providers, local housing developers, employers
 - Collaborative: multiple rounds of feedback, worked with the Task Force to refine strategies
- Public involvement announcements included use of:
 - Project webpage
 - Press releases
 - eNewsletter updates
 - Radio Tierra

Transportation System Plan:

The 2021 TSP amendments focused on incorporating new projects developed as a part of the Westside Area Concept Plan Report dated 12/29/2017.

TSP Outreach Report (completed after the Westside Area Concept Plan Report process):

- Public involvement included:
 - Online open house and website to present information and receive community input, managed by DKS Associates.
 - City advertised online open house through eNewsletter via MailChimp, direct emails to Latino/Latinx community advocates, Radio Tierra (95.1FM), Facebook, and two-week print and digital advertising through Hood River News.
 - In-person open house and other meetings were not feasible due to COVID-19 pandemic.
 - PC Hearings held 3/1/21 and 3/15/21 with opportunity to present testimony.
 - CC Hearings held 4/12/21 with opportunity to present testimony and 4/26/21 for first reading of Ordinance 2062.

Outreach Plan in TSP Appendix L p. 562-585 of TSP Appendix:

- Outreach tools: website updates, meeting announcements,
- Locations for flyering and outreach: City Hall, Library, recreation center, senior center, La Clinica, local newspaper
- News articles
- Advisory Committees: Invited agencies and communities of interest
 - Agencies: City of HR, HR County, DLCD field rep, several ODOT reps, CAT
 - Business: DT Business Association, Growers and Shippers, major employers (hospital, school district) Port of HR, MCEDD
 - Community: HRCSD-Safe Routes to School rep; liaisons to Bike-Ped group, senior/disabled, Healthy Hood River community group, recreation advocate, other neighborhood and stakeholder groups
- Bicycle-Pedestrian Group: High School student, Hood River Valley Residents Associate, bicyclists, pedestrians, senior citizen, mobility impaired citizen, trail user/advocate, Parks and Rec, City Staff
- Additional activities/groups/events: Stakeholder interviews, Truck circulation, community workshop.
- Multiple Virtual Open Houses

Report Accompanying the Westside Urban Renewal Area Plan

DRAFT



Hood River Westside Area Plan

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I. DEFINITIONS

“Agency” means the Hood River Urban Renewal Agency (Agency). The Agency is responsible for administration of the urban renewal/tax increment plan.

“Area” means the properties and rights-of-way located within the Hood River Westside Urban Renewal Area boundary.

“Blight” is defined in ORS 457.010(1)(a-i) and identified in the ordinance adopting the urban renewal/tax increment plan.

“City” means the City of Hood River, Oregon.

“City Council” or “Council” means the Hood River City Council.

“Comprehensive Plan” means the City of Hood River comprehensive land use plan and its implementing ordinances, policies, and standards.

“County” means Hood River County, Oregon.

“Fiscal year ending” means the year commencing on July 1 and closing on June 30 of the next year.

“Frozen base” means the total assessed value including all real, personal, manufactured, and utility values within a tax increment area at the time of adoption. The county assessor certifies the assessed value after the adoption of an urban renewal/tax increment plan.

“Increment” means that part of the assessed value of a taxing district attributable to any increase in the assessed value of the property located in a tax increment area, or portion thereof, over the assessed value specified in the certified statement.

“Maximum indebtedness” means the amount of the principal of indebtedness included in a plan pursuant to ORS 457.190 and does not include indebtedness incurred to refund or refinance existing indebtedness.

“ORS 457” means the Oregon Revised Statutes. Chapter 457 specifically relates to urban renewal.

“Planning Commission” means the Hood River Planning Commission.

“Revenue sharing” means under-levying tax increment proceeds to effectively share a portion of the revenue with the other taxing districts who levy permanent rate taxes in the tax increment area as defined in ORS 457.470.

“Tax increment financing (TIF)” means a method of funding tax increment projects and programs through incurring debt that is repaid by the division of taxes accomplished through the adoption of an urban renewal/tax increment plan.

“Tax increment finance revenues” means the funds allocated by the assessor to a tax increment/urban renewal area due to increases in assessed value over the frozen base within the area.

“UGA” means urban growth area.

“Urban renewal area” or (URA) means a blighted area included in an urban renewal plan or an area included in a tax increment plan under ORS 457.160.

“Urban renewal plan” or “Plan” means a plan, as it exists or is changed or modified from time to time, for one or more tax increment areas, as provided in ORS 457.085, 457.095, 457.105, 457.115, 457.120, 457.125, 457.135 and 457.220.

“Urban renewal project” or “Project” means any work or undertaking carried out under ORS 457 in a tax increment or urban renewal area.

“Urban renewal report” or “Report” means the official report that accompanies the urban renewal/tax increment plan pursuant to ORS 457.087.

“Westside Area” means, as used in this Plan, the properties and rights-of-way located within the Hood River Westside Urban Renewal Area boundary.

Documents referenced:

City of Hood River Transportation System Plan, October 2011 and amended April 2021

Hood River Area Multi-Jurisdictional Parks Recreation & Open Space Plan September 2020

Hood River Affordable Housing Strategy May 2022

Westside Area Concept Plan Report December 2017

II. INTRODUCTION

The Report Accompanying the Hood River Westside Area Plan (Report) contains background information and project details that pertain to the Hood River Westside Area Plan (Plan). The Report is not a legal part of the Plan but is intended to provide public information and support the findings made by the Hood River City Council (City Council) as part of the approval of the Plan.

The Report provides the analysis required to meet the standards of ORS 457.087, including financial feasibility. The Report accompanying the Plan contains the information required by ORS 457.087, including:

- A description of the physical, social, and economic conditions in the area and expected impact of the plan, including fiscal impact in light of increased services; (ORS 457.087(1))
- Reasons for selection of the plan Area; (ORS 457.087(2))
- The relationship between each project to be undertaken and the existing conditions; (ORS 457.087(3))
- The estimated total cost of each project and the source of funds to pay such costs; (ORS 457.087(4))
- The estimated completion date of each project; (ORS 457.087(5))
- The estimated amount of funds required in the Area and the anticipated year in which the debt will be retired; (ORS 457.087(6))
- A financial analysis of the plan; (ORS 457.087(7))
- A fiscal impact statement that estimates the impact of tax increment financing (TIF) upon all entities levying taxes upon property in the urban renewal area; (ORS 457.087(8))
- A relocation report. (ORS 457.087(9))

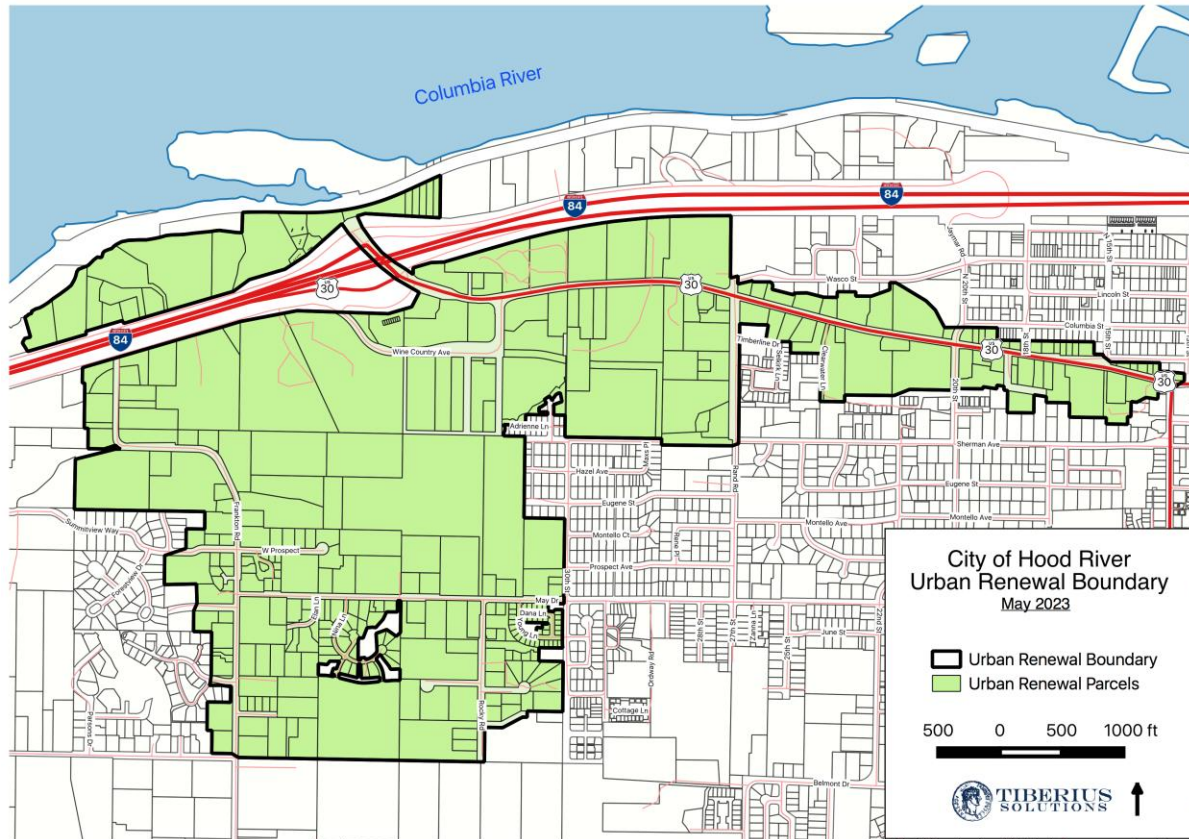
The relationship between the sections of the Report and the ORS 457.087 requirements is shown in Table 1. The specific reference in the table below is the section of this Report that most addresses the statutory reference. There may be other sections of the Report that also address the statute.

Table 1. Statutory References

Statutory Requirement	Report Section
ORS 457.087 (1)	XI
ORS 457.087 (2)	XII
ORS 457.087 (3)	III
ORS 457.087 (4)	IV
ORS 457.087 (5)	VII
ORS 457.087 (6)	V,VI
ORS 457.087 (7)	V,VI
ORS 457.087 (8)	IX
ORS 457.087 (9)	XIII

The Report provides guidance on how the Plan might be implemented. As the Hood River Urban Renewal Agency (Agency) reviews revenues and potential projects each year, it has the authority to make adjustments to the implementation assumptions in this Report. The Agency may allocate budgets differently, adjust the timing of the projects, decide to incur debt at different timeframes than projected in this Report, and make other adjustments to the financial projections as determined by the Agency. The Agency may also make changes as allowed in the Amendments section of the Plan. These adjustments must stay within the confines of the overall maximum indebtedness of the Plan.

Figure 1. Hood River Westside Area Boundary



Source: Tiberius Solutions

III. THE PROJECTS IN THE AREA AND THE RELATIONSHIP BETWEEN URBAN RENEWAL PROJECTS AND THE EXISTING CONDITIONS IN THE URBAN RENEWAL AREA

The projects identified for the Area are described below, including how they relate to the existing conditions in the Area. These projects largely come from the **City of Hood River Transportation Systems Plan (TSP)**, amended in April 2021, the **Hood River Valley Parks & Recreation District’s Multi-Jurisdictional Parks, Recreation & Open Space Plan**, adopted in September 2020, and the **Hood River Affordable Housing Strategy**, May 2022. The proposed trails are based on the TSP, while park acquisition is based on the **Hood River Valley Parks & Recreation District’s Multi-Jurisdictional Parks, Recreation & Open Space Plan**. The projects are not listed in any priority order. The Agency has contracted with Elaine Howard Consulting LLC and ECONorthwest to write and adopt a Five-Year Action Plan which will include initial project sequencing once the District has been created.

A. Transportation

Multi-modal transportation improvements in the Area including but are not limited to the projects listed in Table 2. “MV” is a Motor Vehicle project identified in the Hood River Transportation System Plan¹. The transportation projects in Table 2 below align with projects in the I-84 Exit 62 Interchange Area Management Plan. Projects below assume additional funding sources, such as contributions by developers, state grants and Oregon Department of Transportation (ODOT) project funds. In addition to the costs below, some projects may require additional funding for infrastructure such as water, sewer, and stormwater projects as identified in capital improvement plans, and bike lanes, pedestrian paths or sidewalks.

The transportation improvements in the Area are shown in Table 2a. The existing conditions for the projects are shown in Table 2b.

Table 2a. Transportation Projects

Project ID	Location	Description	\$ Estimated Cost from the 2021 TSP Amendment
MV1/MV2 Interim	I-84 Exit 62 Interchange	<ul style="list-style-type: none"> • I-84 Westbound Ramp/Terminal <ul style="list-style-type: none"> - Construct traffic signal • I-84 Westbound Ramp/Terminal <ul style="list-style-type: none"> - Install queue detection devices on the off-ramp and ability to pre-empt signal timing to allow the off-ramp queues to be cleared during times when queue lengths become excessive • I-84 Eastbound Ramp/Terminal 	\$ 6,915,000

¹ Pages 60-66, and Figure 8, Motor Vehicle System Plan

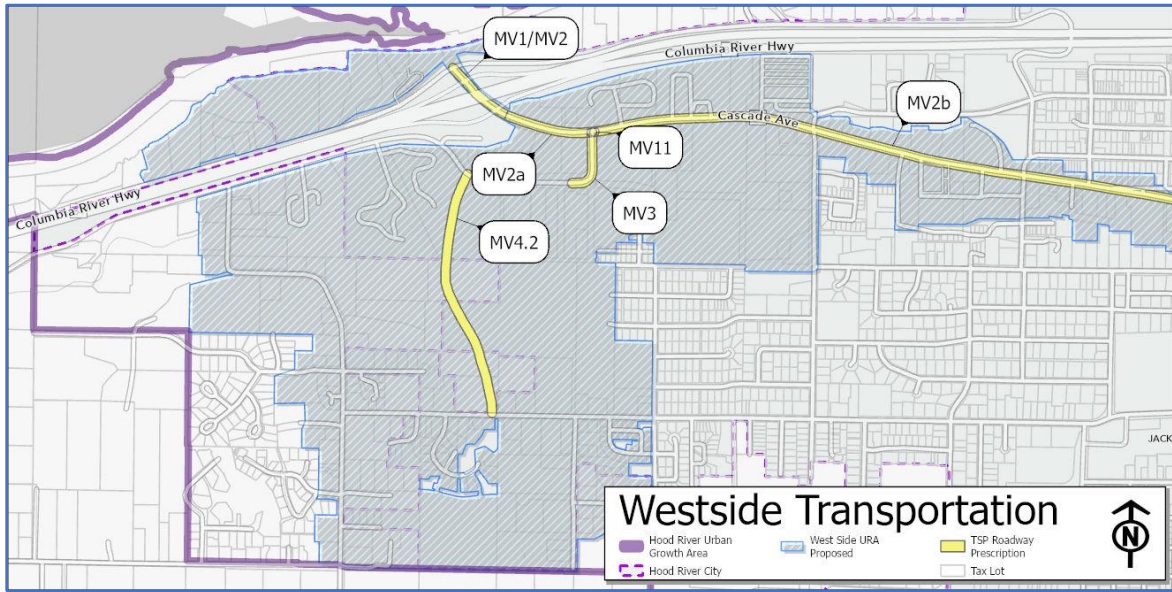
		<ul style="list-style-type: none"> - Construct an eastbound shared through/left turn lane to create an exclusive lane for the heavier right turn movement • Cascade Avenue <ul style="list-style-type: none"> - Construct second eastbound lane from the I-84 eastbound ramp terminal to Mt. Adams Avenue (would tie into the existing eastbound right turn lane at Mt. Adams Avenue) • Westcliff Drive/Cascade Avenue <ul style="list-style-type: none"> - Install a stop sign on the eastbound approach - Remove the stop sign for the northbound right turn lane 	
MV2a	Cascade Ave.(HCRH): I-84 Exit 62 Interchange to Mt. Adams Ave	<ul style="list-style-type: none"> • Construct second westbound lane from Mt. Adams Ave. to I-84 eastbound ramp terminal (ends as right turn lane)*** <i>(Roundabout on Cascade Ave. at Mt. Adams Ave. listed as separate project – MV11)</i> 	\$1,810,000
MV2b	Cascade Ave: Mt. Adams Ave to Rand Rd.	<ul style="list-style-type: none"> • Widen Cascade Ave. between Mt. Adams Ave. and Rand Rd. to include one travel lane in each direction and a center turn lane 	\$1,255,000
MV3	Mt. Adams Ave.: Cascade Ave. to Wine Country Ave.	<ul style="list-style-type: none"> • <u>Cascade Ave. at Mt. Adams Ave.</u> <ul style="list-style-type: none"> • Widen to east of Mt. Adams Avenue between Cascade Ave. And Wine Country Ave. to construct a second northbound left turn lane (reevaluate the need for this if a roundabout is chosen as the preferred alternative) • Install yield control for eastbound right turn lane (constructed as part of MV2) (Roundabout (preferred if feasible) or traffic signal on Cascade Ave. at Mt. Adams Ave. listed as separate project – MV11) • <u>Mt. Adams Ave. at Wine Country Ave.</u> <ul style="list-style-type: none"> • Construct a roundabout 	\$3,170,000
MV4.2	Westside Drive (Wine Country Avenue to May Street)	<ul style="list-style-type: none"> • Construct Westside Drive as a 2 to 3-lane minor arterial from Wine Country Avenue to May Street. 	\$19,010,000
MV11	Mt. Adams Ave./ Cascade Ave.	<ul style="list-style-type: none"> • Construct roundabout 	\$5,500,000 (roundabout)

		Neighborhood and Urban Collectors as designated by the Agency potentially including Wine Country, Sherman, Frankton, Post Canyon, Belmont, Westcliff, and May St.	
		Additional Cascade Avenue Streetscape Improvements	
		TOTAL	\$37,660,000

Table 2b. Transportation Projects Existing Conditions

MV1/MV2 Interim	I-84 Exit 62 Interchange	This project is listed in the TSP as the top priority. The I 84 Exit 62 interchange is “failing” which mean improvements are required. The specific improvements are specified in the TSP.
MV2b	Cascade Ave: Mt. Adams Ave to Rand Rd.	Cascade Avenue between Mt. Adams Avenue and Rand Road has one travel lane in each direction. There is a small portion that has a center turn lane, but the majority of this segment does not have a center turn lane.
MV3	Mt. Adams Ave.: Cascade Ave. to Wine Country Ave.	Only one north bound left turn lane exists on Mt. Adams Avenue between Cascade Avenue and Wine Country Avenue. No yield control exists for eastbound right turn lane. There is no roundabout nor a signal at this intersection. There are high traffic volumes in this segment of the transportation network.
MV4.2	Westside Drive (Wine Country Avenue to May Street)	Westside Drive does not exist. There is not a transportation route at this location.
MV11	Mt. Adams Ave./ Cascade Ave.	The traffic congestion at this intersection requires mitigation. There is no roundabout nor a signal at this intersection.
	Neighborhood and Urban Collectors	There is a need for future traffic solutions in the Area as it develops.
	Cascade Avenue Streetscape	There are no streetscape improvements along Cascade Avenue.

Figure 2. Transportation Projects



B. Affordable Housing

The projects identified below are a result of the recommendations from the **Hood River Affordable Housing Strategy**. Funding for the projects assumes additional funding sources, such as state grants, low-income housing tax credits, partnerships with land trusts or other funding sources as identified in the future. This project list may be updated from time to time to include input through the implementation of the **Hood River Affordable Housing Strategy** and with input from the Equity Framework both in the development of the Five-Year Action Plan and in future planning for the Area. The Affordable Housing Strategy identified that “most households with unmet housing needs have incomes below 50% of MFI, accounting for about 970 households or 60% of existing and new households with unmet housing needs”. Providing tools for the development of housing for this income group is a high priority.

Housing projects including those shown in Table 3.

Table 3. Housing Projects

Project ID	Location	Description	Estimated Cost
Rental and/or Owner-Occupied Project #1	TBD	Land Acquisition to aid in the creation of approximately 50-100 units intended for residents with less than 120% of median family income	
Rental and/or Owner-Occupied Project #2	TBD	Land Acquisition to aid in the creation of approximately 50-100 units intended for residents with less than 120% of median family income	
Rental and/or Owner-Occupied Project #3	TBD	Land Acquisition to aid in the creation of approximately 50-100 units intended for residents with less than 120% of median family income	
		Additional opportunities to develop or preserve housing identified by the Agency potentially including the ODOT Yard.	
		TOTAL	\$23,300,000

TBD – to be determined

Existing conditions:

The **Hood River Affordable Housing Strategy** states:

- Most households with unmet housing needs have incomes below 50% of MFI, accounting for about 970 households or 60% of existing and new households with unmet housing needs.
- The households who will have the greatest unmet housing needs are those with the lowest incomes.
- These households include a larger share of people of color, people working in the service industry (such as hospitality workers, home health-care givers, or retail workers), farmworkers, seniors, and other low-income households.

Appendix A of the **Hood River Affordable Housing Strategy**, May 2022, enumerated the housing conditions in Hood River.

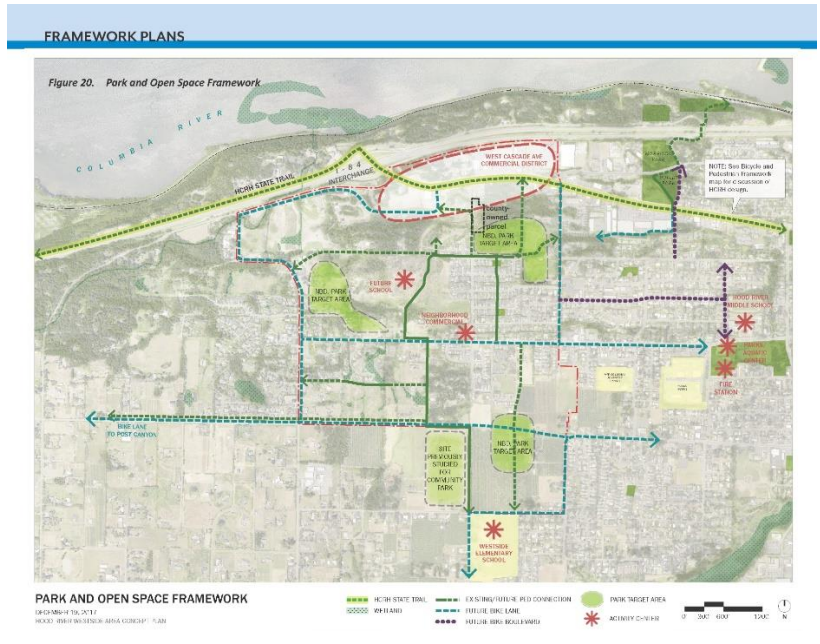
- Sales prices have increased 72% between 2016 and 2021.
- Between 2019 and 2021, sales prices increased by over \$174,000.
- Rent prices for units ranged from \$750 to \$2,750.
- Overall, about 33% of all households in Hood River were cost burdened.
- Hood River had a higher share of cost-burdened households compared to the County.
- From 2000 to the 2015-2019 period, the number of cost-burdened and severely cost-burdened households decreased by 1% in Hood River.
- Renters are much more likely to be cost burdened than homeowners.
- In the 2015-2019 period, about 43% of Hood River's renters were cost burdened or severely cost burdened, compared to 25% of homeowners.
- About 22% of Hood River's renters were severely cost burdened (meaning they paid more than 50% of their income on housing costs alone).
- Most households earning less than \$35k are cost burdened. ²

C. Parks

The following figures from the **Westside Area Concept Plan Report** show the how neighborhoods, including those within the Westside Urban Renewal District, can be served with parks (conceptual sizes and locations) to meet the needs of current and future residents, and how those neighborhoods and parks can be linked together with trails, multi-use paths and other transportation facilities.

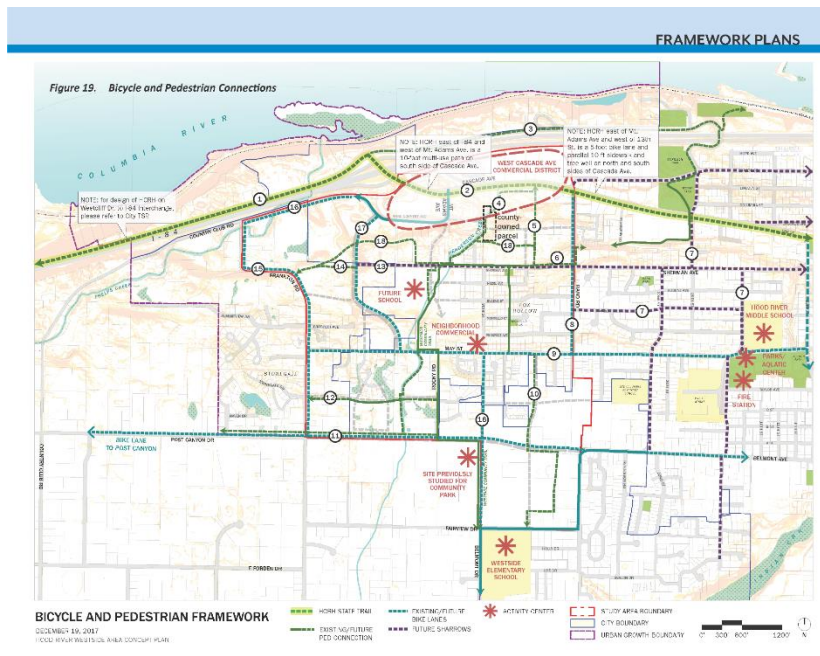
² Appendix A **Hood River Affordable Housing Strategy** p 56-63

Figure 3. Park and Open Space Framework



Source: City of Hood River Westside Area Concept Plan Report

Figure 4. Bicycle and Pedestrian Connections



Source: City of Hood River Westside Area Concept Plan Report

The trail projects are listed in the TSP and the conceptual parks projects are identified in the Hood River Parks & Recreation District’s Multi-Jurisdictional Parks Master Plan. Parks projects include those projects identified in

Table 4.

Table 4. Parks Projects

Project ID	Location	Description	Estimated Cost
MV4.2	Westside Drive	Construct a multi-use path along Westside Dr. from Wine Country to May St.	\$2,135,000 (\$1,135,000 to be allocated from TIF)
P4	Westside Community Trail	Extend Westside Community Trail east from Rocky Road to connect with the existing trail at 20 th Street.	\$1,365,000 for on-street segment along Rocky Road
P19	Henderson Creek Trail	Construct an asphalt or concrete path from the south UGB/Post Canyon Drive extension to Cascade Avenue in a buffer along Henderson Creek.	\$5,290,000
P20	Ridgeline Trail north of Sherman Ave	Construct a trail from Rand Road to Frankton Road.	\$2,245,000
Urban Neighborhood Park A	TBD	Land Acquisition and Development for 2-acre park	\$1,000,000 plus funding from contingency.
Urban Neighborhood Park B	TBD	Land Acquisition and Development for 2-acre park	
		TOTAL)	\$11,035,000

Existing conditions:

The **Hood River Parks & Recreation District's Multi-Jurisdictional Parks Master Plan** identified Trails as one of the main goals of the plan.³

The specific existing condition for each project is shown below:

- No multi-use pathway exists along Westside Drive from Wine Country to May Street
- Westside Community Trail: This trail currently terminates at 20th Street and several existing segments have not been completed (e.g., pedestrians currently walk in vehicular travel lanes on Rocky Road).
- Henderson Creek Trail: A trail/path along Henderson Creek does not exist, but public access easements have been obtained over several properties south of Sherman Avenue.
- Ridgeline Trail north of Sherman Ave: This trail does not exist.
- The two new neighborhood parks presently do not exist in the Area. One of the goals of the Hood River Area Multi-Jurisdictional Parks, Recreation, & Open Space Plan is to “acquire additional parkland necessary to serve the Hood River area’s current and future population based on adopted service levels.”
- The Westside Area Concept Plan Report anticipated three new neighborhood parks, or two neighborhood parks if a community park is established in the vicinity. Subsequently, the Parks & Recreation District purchased 20 acres of land on the north side of Fairview Drive for a community park.⁴

D. Administration

Authorizes expenditures for the administrative costs associated with managing the Area including budgeting and annual reporting, planning and the implementation of projects in the Area. Funds could potentially be allocated from contingency to provide for annexation support.

Existing conditions:

This Area does not presently exist. Once formed, the Agency needs to allocate sufficient resources to the administration of the Area to allow for implementation of the projects and administration of the Area.

³ Hood River Parks & Recreation District's Multi-Jurisdictional Parks Master Plan p v

⁴ Hood River Westside Area Concept Plan, December 29, 2017, p 38

IV. THE ESTIMATED TOTAL COST OF EACH PROJECT AND THE SOURCES OF MONEYS TO PAY SUCH COSTS

The total cost estimates for projects are shown in Table 5 below. Table 5 presents the estimated costs of the projects today (FYE 2023 constant dollars) and the estimated cost of those projects in the future (year of expenditure dollars). The year of expenditure dollars assumes annual 3% inflation rates. These are all estimates acknowledging that the urban renewal portions of these project activities must fit within the maximum indebtedness. If the City is able to jumpstart the Area by providing alternative funding sources which are repaid when tax increment revenues are available, the timing on projects can be moved up.

The Plan assumes that the Agency/City will use other funds to assist in the completion of the projects within the Area. The Agency/City may pursue regional, county, state, and federal funding, private developer contributions, and any other sources of funding that may assist in the implementation of the projects or programs.

The Agency will be able to review and update fund expenditures and allocations on an annual basis when the annual budget is prepared. There is a contingency line item that is anticipated to be used by any of the three project categories as future needs are identified.

Table 5. Estimated Cost of Each Project

Project Categories	Expenditures (Constant FYE 2023)	Expenditures (YOE \$)
Transportation	\$50,923,200	\$72,285,027
Housing	\$23,300,000	\$35,819,452
Parks and Trails	\$11,707,302	\$17,997,402
Administration	\$6,500,000	\$9,992,551
Contingency	\$1,669,843	\$3,467,568
Financing Fees	\$836,360	\$1,138,000
Total Expenditures	\$94,922,704	\$146,700,000

Source: City of Hood River and Tiberius Solutions YOE is year of expenditure

V. FINANCIAL ANALYSIS OF THE PLAN

The estimated tax increment revenues through FYE 2049 are calculated based on projections of growth in assessed value due to new development and appreciation within the Area and the consolidated tax rate that will apply in the Area.

The long-term projections for FYE 2025 and beyond assume an annual growth rate of 3.0% for real, property assessed value in the Area plus future growth assumptions for development within the Area. These projections of growth were informed by conversations with City staff, based on the amount of development potential within the Area. If actual assessed value growth is less than forecast, then it would reduce the financial capacity of the Area to fund projects listed in the Plan. If growth exceeds the projections, the Area could reach the maximum indebtedness at an earlier date.

- The forecast of TIF revenue relies heavily on assumptions for the value and timing of future construction activity in the Area.
- City staff identified the amount of vacant and re-developable acres within each zone within the boundary. A total of 195.3 developable acres, most of which is zoned either R-1 (82 acres) or C-2 (79.5 acres).
- For each zone, City staff and the consultant team agreed on a set of assumptions regarding what mix of land uses are likely to develop, the density of those land uses, the value of new improvements (per acre or per housing unit), and the pace of development.
- Ultimately this analysis estimates over 1,168 new housing units and 91 acres of commercial/industrial construction will be developed in the area over the next 25 years.
- This new construction is estimated to add \$613,500,000 of new assessed value to the tax rolls (in 2023 dollars).

Table 6. Developable Acres

	C-2	LI	R-1	R-2	R-3	Total
Commercial	40.5					40.5
Industrial		13				13
Single Family			21			21
"Middle Housing"			21	3.5		24.5
Multifamily	39				17.3	56.3
Exempt			40			40
Total	79.5	13	82	3.5	17.3	195.3

Source: City of Hood River

Table 7 and Figure 5 show the incremental assessed value, tax rates, and tax increment revenues each year, adjusted for discounts, and delinquencies.

The first year of tax increment collections is anticipated to be fiscal year ending (FYE) 2025. Gross tax increment financing (TIF)⁵ is calculated by multiplying the tax rate times the assessed value used. The tax rate is per thousand dollars of assessed value, so the calculation is “tax rate times assessed value used divided by one thousand.” The consolidated tax rate includes permanent tax rates only, and excludes general obligation bonds and local option levies, which will not be impacted by this Plan.

Figure 5 shows expected TIF revenues over time and the projected tax revenues after termination of the Area. Definitions for Table 7 are shown below:

- Gross tax increment financing revenue (TIF)⁶ is calculated by multiplying the tax rate times the assessed value used. The tax rate is per thousand dollars of assessed value, so the calculation is “tax rate times assessed value used divided by one thousand.” The consolidated tax rate includes only permanent tax rates. General obligation bonds and local option levies are excluded and will not be impacted by this Plan. Total AV is the projected total assessed value.
- Frozen base is the estimate of the assessed value of the Area at its formation.
- Increment used is the total assessed value minus the frozen base.
- Increment shared is the amount that will be distributed to all taxing districts according to their permanent rate due to revenue sharing.
- Tax rate is the total permanent rate levy for the Area.
- Gross tax increment financing revenue (TIF) is calculated by multiplying the tax rate times the assessed value used. The tax rate is per thousand dollars of assessed value, so the calculation is “tax rate times assessed value used divided by one thousand.”
- Adjustments are calculated at 5% of the Gross TIF and are for discounts, delinquencies, and rate truncation.
- TIF Current Year reflects subtracting the 5% adjustment factor from Gross TIF.
- TIF Prior Years is the tax increment revenue that was delinquent the prior year and is paid by the assessor’s office once it is received. It is estimated that this amount is 1.5% of total TIF.
- Net TIF is the amount of tax increment revenues estimated to be received by the Agency.

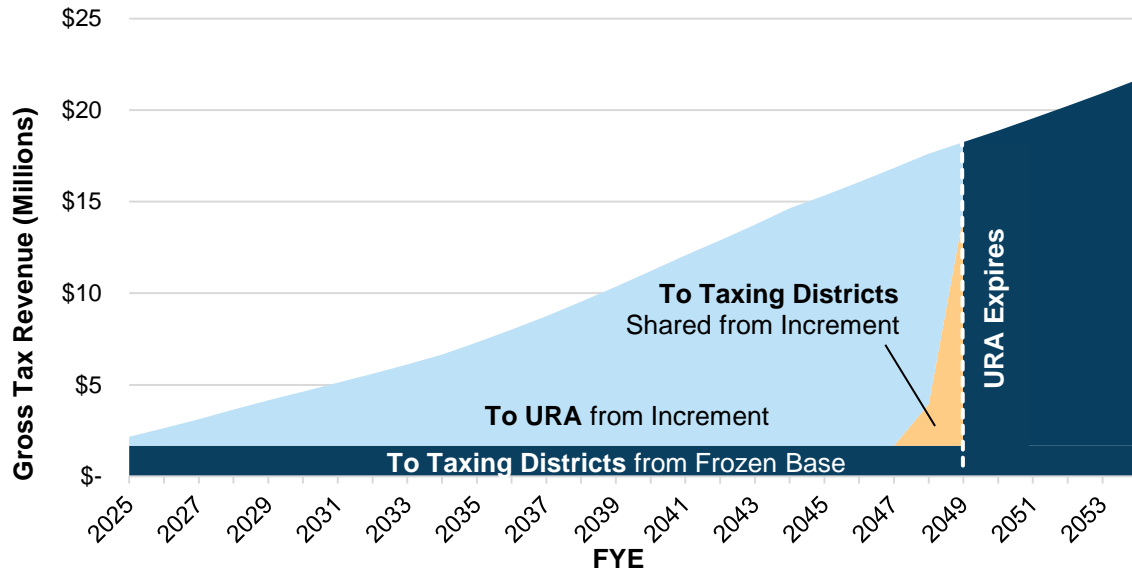
⁵ TIF is also used to signify tax increment revenues

Table 7. Projected Incremental Assessed Value, Tax Rates, and Tax Increment Revenues, page 1

FYE	Total AV	Frozen Base AV	Increment Applied	Increment Shared	Tax Rate	Gross TIF	Adjustments	Current Year Net	Prior Year Net	Total TIF
2025	193,788,588	149,755,979	44,032,609	-	11.1282	490,003	(24,500)	465,503	-	465,503
2026	235,866,854	149,755,979	86,110,875	-	11.1486	960,015	(48,001)	912,014	6,983	918,997
2027	280,304,447	149,755,979	130,548,468	-	11.1563	1,456,435	(72,822)	1,383,614	13,680	1,397,294
2028	327,205,592	149,755,979	177,449,613	-	11.1605	1,980,432	(99,022)	1,881,411	20,754	1,902,165
2029	371,856,593	149,755,979	222,100,614	-	11.1616	2,478,993	(123,950)	2,355,043	28,221	2,383,265
2030	414,804,196	149,755,979	265,048,217	-	11.1612	2,958,262	(147,913)	2,810,349	35,326	2,845,674
2031	458,094,033	149,755,979	308,338,054	-	11.1606	3,441,233	(172,062)	3,269,171	42,155	3,311,327
2032	501,650,563	149,755,979	351,894,584	-	11.1597	3,927,052	(196,353)	3,730,699	49,038	3,779,737
2033	547,415,592	149,755,979	397,659,613	-	11.1592	4,437,553	(221,878)	4,215,676	55,960	4,271,636
2034	595,483,052	149,755,979	445,727,073	-	11.1588	4,973,788	(248,689)	4,725,099	63,235	4,788,334
2035	655,426,319	149,755,979	505,670,340	-	11.1596	5,643,059	(282,153)	5,360,906	70,876	5,431,783
2036	718,439,516	149,755,979	568,683,537	-	11.1603	6,346,662	(317,333)	6,029,329	80,414	6,109,742
2037	784,653,363	149,755,979	634,897,384	-	11.161	7,086,059	(354,303)	6,731,756	90,440	6,822,196
2038	854,202,504	149,755,979	704,446,525	-	11.1616	7,862,757	(393,138)	7,469,619	100,976	7,570,595
2039	927,225,624	149,755,979	777,469,645	-	11.1622	8,678,308	(433,915)	8,244,393	112,044	8,356,437
2040	1,003,868,536	149,755,979	854,112,557	-	11.1629	9,534,344	(476,717)	9,057,627	123,666	9,181,293
2041	1,081,059,205	149,755,979	931,303,226	-	11.1633	10,396,420	(519,821)	9,876,599	135,864	10,012,463
2042	1,154,235,669	149,755,979	1,004,479,690	-	11.1634	11,213,384	(560,669)	10,652,714	148,149	10,800,863
2043	1,230,838,058	149,755,979	1,081,082,079	-	11.1635	12,068,649	(603,432)	11,465,217	159,791	11,625,008
2044	1,311,006,581	149,755,979	1,161,250,602	-	11.1636	12,963,785	(648,189)	12,315,596	171,978	12,487,574
2045	1,374,253,092	149,755,979	1,224,497,113	-	11.1631	13,669,158	(683,458)	12,985,700	184,734	13,170,434
2046	1,440,123,108	149,755,979	1,290,367,129	-	11.1626	14,403,829	(720,191)	13,683,638	194,786	13,878,424
2047	1,508,716,802	149,755,979	1,358,960,823	-	11.1621	15,168,920	(758,446)	14,410,474	205,255	14,615,729
2048	1,580,138,615	149,755,979	1,227,355,022	203,027,615	11.1618	13,699,450	(684,973)	13,014,478	216,157	13,230,635
2049	1,635,285,128	149,755,979	356,958,100	1,128,571,050	11.1608	3,983,950	(199,197)	3,784,752	195,217	3,979,969
TOTAL:						179,822,500	(8,991,125)	170,831,377	2,505,699	173,337,077

Source: Tiberius Solutions

Figure 5. TIF Projections



Source: Tiberius Solutions

VI. THE ESTIMATED AMOUNT OF TAX INCREMENT REVENUES REQUIRED AND THE ANTICIPATED YEAR IN WHICH INDEBTEDNESS WILL BE RETIRED

Table 8 shows a summary of the financial capacity of the URA, including how the total TIF revenue translates to the ability to fund urban renewal projects in constant FYE 2023 dollars in five-year increments. Table 10, Table 11, Table 12, and Table 13 show the revenues allocated to the Area over the 25 year time frame. Table 14, Table 15, Table 16 and Table 17 show more detailed information on the allocation of tax revenues to projects, programs, and administration over time.

The Area is anticipated to complete all projects and have sufficient tax increment finance revenue to terminate the Area in FYE 2049, a 25-year urban renewal plan. The time frame of urban renewal is not absolute; it may vary depending on the actual ability to meet the maximum indebtedness. If growth in assessed value is slower than projected, the Agency may take division of taxes for a longer time period. If growth in assessed value is more robust than the projections, the Agency may take division of taxes for a shorter time period. These assumptions show one scenario for financing and that this scenario is financially feasible. The first year of tax increment collections is FYE 2025.

The maximum indebtedness is \$146,700,000 (One Hundred Forty Six Million Seven Hundred Thousand dollars). The estimated total amount of tax increment revenues required to service the maximum indebtedness of \$146,700,000 is approximately \$173,300,000 in the table below and is from permanent rate levies. The increase of total tax increment revenues over the maximum indebtedness is due to the projected cost of the interest on borrowings. This interest is not included in the maximum indebtedness figure.

Table 8. TIF Capacity of the Area in FYE 2023 Constant Rounded Numbers

Net TIF	\$ 173,300,000
Maximum Indebtedness	\$ 146,700,000
Capacity (2023\$)	\$ 94,900,000
Years 1-5	\$ 20,500,000
Years 6-10	\$ 19,700,000
Years 11-15	\$ 22,900,000
Years 16-20	\$ 14,900,000
Years 21-25	\$ 17,000,000

Source: Tiberius Solutions

This financial analysis shows borrowings as identified in Table 9. This is only one scenario for how the Agency may decide to implement this Plan, and this scenario is financially feasible. The Agency may decide to do borrowings at different times or for different amounts, depending on their analysis at the time. The timeframes on these borrowings are designed to have all borrowings repaid at the termination of the Area in FYE 2049. The amounts shown are the principal amounts of the borrowings. The total amounts, including interest, are shown in the second column of Table 10.

Table 9. Estimated Borrowings and Amounts

Loan	Loan A	Loan B	Loan C	Loan D
Principal Amount	\$3,800,000	\$16,000,000	\$17,300,000	\$19,800,000
Interest Rate	5.00%	5.00%	5.00%	5.00%
Loan Term	20	20	16	11
Loan Year	2025	2029	2034	2039
Interest Payment Start	2025	2029	2034	2039
Principal Payment Start	2025	2029	2034	2039
Annual Payment	(\$304,922)	(\$1,283,881)	(\$1,596,269)	(\$2,383,700)

Source: Tiberius Solutions

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Table 10. Tax Increment Revenues and Allocations to Debt Service, page 1

	Total	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031
Resources								
Beginning Balance		-	-	-	-	-	-	-
Interest Earnings	-	-	-	-	-	-	-	-
TIF: Current Year	170,831,376	465,503	912,014	1,383,614	1,881,411	2,355,043	2,810,349	3,269,171
TIF: Prior Years	2,505,699	-	6,983	13,680	20,754	28,221	35,326	42,155
Total Resources	173,337,076	465,503	918,997	1,397,294	1,902,165	2,383,265	2,845,674	3,311,327
Expenditures								
Debt Service								
Loan A	(6,098,437)	(304,922)	(304,922)	(304,922)	(304,922)	(304,922)	(304,922)	(304,922)
Loan B	(25,677,628)	-	-	-	-	(1,283,881)	(1,283,881)	(1,283,881)
Loan C	(25,540,311)	-	-	-	-	-	-	-
Loan D	(26,220,701)	-	-	-	-	-	-	-
Total Debt Service	(83,537,076)	(304,922)	(304,922)	(304,922)	(304,922)	(1,588,803)	(1,588,803)	(1,588,803)
Debt Service Coverage Ratio		1.53	3.01	4.58	6.24	1.50	1.79	2.08
Transfer to URA Projects Fund	(89,800,000)	(160,581)	(614,075)	(1,092,372)	(1,597,243)	(794,461)	(1,256,871)	(1,722,523)
Total Expenditures	(173,337,076)	(465,503)	(918,997)	(1,397,294)	(1,902,165)	(2,383,265)	(2,845,674)	(3,311,327)
Ending Balance		-	-	-	-	-	-	-

Source: Tiberius Solutions

Table 11. Tax Increment Revenues and Allocations to Debt Service, page 2

	FYE 2032	FYE 2033	FYE 2034	FYE 2035	FYE 2036	FYE 2037	FYE 2038	FYE 2039
Resources								
Beginning Balance	-	-	-	-	-	-	-	-
Interest Earnings	-	-	-	-	-	-	-	-
TIF: Current Year	3,730,699	4,215,676	4,725,099	5,360,906	6,029,329	6,731,756	7,469,619	8,244,393
TIF: Prior Years	49,038	55,960	63,235	70,876	80,414	90,440	100,976	112,044
Total Resources	3,779,737	4,271,636	4,788,334	5,431,783	6,109,742	6,822,196	7,570,595	8,356,437
Expenditures								
Debt Service								
Loan A	(304,922)	(304,922)	(304,922)	(304,922)	(304,922)	(304,922)	(304,922)	(304,922)
Loan B	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)
Loan C	-	-	(1,596,269)	(1,596,269)	(1,596,269)	(1,596,269)	(1,596,269)	(1,596,269)
Loan D	-	-	-	-	-	-	-	(2,383,700)
Total Debt Service	(1,588,803)	(1,588,803)	(3,185,073)	(3,185,073)	(3,185,073)	(3,185,073)	(3,185,073)	(5,568,773)
Debt Service Coverage Ratio	2.38	2.69	1.50	1.71	1.92	2.14	2.38	1.50
Transfer to URA Projects Fund	(2,190,934)	(2,682,833)	(1,603,261)	(2,246,710)	(2,924,670)	(3,637,123)	(4,385,523)	(2,787,664)
Total Expenditures	(3,779,737)	(4,271,636)	(4,788,334)	(5,431,783)	(6,109,742)	(6,822,196)	(7,570,595)	(8,356,437)
Ending Balance	-	-	-	-	-	-	-	-

Source: Tiberius Solutions

Table 12. Tax Increment Revenues and Allocations to Debt Service, page 3

	FYE 2040	FYE 2041	FYE 2042	FYE 2043	FYE 2044	FYE 2045	FYE 2046	FYE 2047
Resources								
Beginning Balance	-	-	-	-	-	-	-	-
Interest Earnings	-	-	-	-	-	-	-	-
TIF: Current Year	9,057,627	9,876,599	10,652,714	11,465,217	12,315,596	12,985,700	13,683,638	14,410,474
TIF: Prior Years	123,666	135,864	148,149	159,791	171,978	184,734	194,786	205,255
Total Resources	9,181,293	10,012,463	10,800,863	11,625,008	12,487,574	13,170,434	13,878,424	14,615,729
Expenditures								
Debt Service								
Loan A	(304,922)	(304,922)	(304,922)	(304,922)	(304,922)	-	-	-
Loan B	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)	(1,283,881)
Loan C	(1,596,269)	(1,596,269)	(1,596,269)	(1,596,269)	(1,596,269)	(1,596,269)	(1,596,269)	(1,596,269)
Loan D	(2,383,700)	(2,383,700)	(2,383,700)	(2,383,700)	(2,383,700)	(2,383,700)	(2,383,700)	(2,383,700)
Total Debt Service	(5,568,773)	(5,568,773)	(5,568,773)	(5,568,773)	(5,568,773)	(5,263,851)	(5,263,851)	(5,263,851)
Debt Service Coverage Ratio	1.65	1.80	1.94	2.09	2.24	2.50	2.64	2.78
Transfer to URA Projects Fund	(3,612,520)	(4,443,690)	(5,232,091)	(6,056,235)	(6,918,802)	(7,906,583)	(8,614,573)	(9,351,878)
Total Expenditures	(9,181,293)	(10,012,463)	(10,800,863)	(11,625,008)	(12,487,574)	(13,170,434)	(13,878,424)	(14,615,729)
Ending Balance	-	-	-	-	-	-	-	-

Source: Tiberius Solutions

Table 13. Tax Increment Revenues and Allocations, page 4

	FYE 2048	FYE 2049
Resources		
Beginning Balance	-	-
Interest Earnings	-	-
TIF: Current Year	13,014,478	3,784,752
TIF: Prior Years	216,157	195,217
Total Resources	13,230,635	3,979,969
Expenditures		
Debt Service		
Loan A	-	-
Loan B	(1,283,881)	-
Loan C	(1,596,269)	(1,596,269)
Loan D	(2,383,700)	(2,383,700)
Total Debt Service	(5,263,851)	(3,979,969)
Debt Service Coverage Ratio	2.51	1.00
Transfer to URA Projects Fund	(7,966,784)	-
Total Expenditures	(13,230,635)	(3,979,969)
Ending Balance	-	-

Source: Tiberius Solutions

VII. THE ANTICIPATED COMPLETION DATE FOR EACH PROJECT

The schedule for construction of projects will be based on the availability of funding. The projects will be ongoing and will be completed as directed by the Agency. Annual expenditures for program administration are also shown and are predicated on the fact that urban renewal activities will start off slowly in the beginning years and increase in the later years of the Area.

The Area is anticipated to complete all projects and have sufficient tax increment finance revenue to terminate the Area in FYE 2049, a 25-year program. As noted in Section III of this document, the Agency has contracted with Elaine Howard Consulting LLC and ECONorthwest to write and adopt a Five-Year Action Plan which will include initial project sequencing once the District has been created.

The amount of money available for projects in 2023 constant dollars for the Area is \$94,922,704. See Table 2 for the individual project analysis. This is calculated by reflecting the maximum indebtedness of \$146,700,000 in constant 2023 dollars. This is done as the Agency's cost estimates are typically in constant dollars, so understanding how that relates to the overall MI over 25 years is important to help the Agency to make projections on the allocation of funds throughout the life of the Area.

Table 14, Table 15, Table 16 and Table 17 show the \$94,922,704 of 2023 project dollars inflated over the life of the Area including administrative expenses. All costs shown in Table 14, Table 15, Table 16 and Table 17 show are in year-of-expenditure dollars, which are adjusted by 3.0% annually to account for inflation. The projected year of expenditure total cost is \$146,700,000.

The 3% inflation rate is the rate to use in the future if any amendment to increase maximum indebtedness is pursued in accordance with ORS 457.470. The Agency may change the completion dates in their annual budgeting process or as project decisions are made in administering the Plan. The following tables are prepared to show that the Area is financially feasible as required by ORS 457. It assumes completion of projects as funding becomes available.

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Table 14. Programs and Costs in Year of Expenditure Dollars, Page 1

	Total	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031
Resources								
Beginning Balance		-	250,000	250,000	250,000	250,000	250,000	250,000
Interest Earnings	30,983	-	1,250	1,250	1,250	1,250	1,250	1,250
Transfer from TIF Fund	89,800,000	160,581	614,075	1,092,372	1,597,243	794,461	1,256,871	1,722,523
Bond/Loan Proceeds	56,900,000	3,800,000	-	-	-	16,000,000	-	-
Total Resources	146,730,983	3,960,581	865,325	1,343,622	1,848,493	17,045,711	1,508,121	1,973,773
Expenditures (YOE \$)								
Transportation	(78,285,027)	(2,002,424)	(339,005)	(602,516)	(880,668)	(9,077,073)	(693,145)	(949,690)
Affordable Housing	(35,819,452)	(916,213)	(155,112)	(275,682)	(402,951)	(4,153,231)	(317,150)	(434,532)
Parks and Trails	(17,997,402)	(460,349)	(77,936)	(138,516)	(202,462)	(2,086,781)	(159,351)	(218,330)
Administration	(9,992,551)	(255,596)	(43,272)	(76,907)	(112,411)	(1,158,627)	(88,475)	(121,221)
Contingency	(3,467,568)	-	-	-	-	-	-	-
Financing Fees	(1,138,000)	(76,000)	-	-	-	(320,000)	-	-
Total Expenditures	(146,700,000)	(3,710,581)	(615,325)	(1,093,622)	(1,598,493)	(16,795,711)	(1,258,121)	(1,723,773)
Ending Balance		250,000	250,000	250,000	250,000	250,000	250,000	250,000

Source: Tiberius Solutions

Table 15. Programs and Costs in Year of Expenditure Dollars, Page 2

	FYE 2032	FYE 2033	FYE 2034	FYE 2035	FYE 2036	FYE 2037	FYE 2038	FYE 2039
Resources								
Beginning Balance	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Interest Earnings	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250
Transfer from TIF Fund	2,190,934	2,682,833	1,603,261	2,246,710	2,924,670	3,637,123	4,385,523	2,787,664
Bond/Loan Proceeds	-	-	17,300,000	-	-	-	-	19,800,000
Total Resources	2,442,184	2,934,083	19,154,511	2,497,960	3,175,920	3,888,373	4,636,773	22,838,914
Expenditures (YOE \$)								
Transportation	(1,207,754)	(1,478,760)	(10,224,564)	(1,238,484)	(1,611,996)	(2,004,513)	(2,416,834)	(12,226,889)
Affordable Housing	(552,610)	(676,609)	(4,678,267)	(566,670)	(737,572)	(917,168)	(1,105,827)	(5,594,435)
Parks and Trails	(277,658)	(339,961)	(2,350,585)	(284,722)	(370,591)	(460,829)	(555,620)	(2,810,911)
Administration	(154,162)	(188,754)	(1,305,096)	(158,084)	(205,760)	(255,862)	(308,492)	(1,560,679)
Contingency	-	-	-	-	-	-	-	-
Financing Fees	-	-	(346,000)	-	-	-	-	(396,000)
Total Expenditures	(2,192,184)	(2,684,083)	(18,904,511)	(2,247,960)	(2,925,920)	(3,638,373)	(4,386,773)	(22,588,914)
Ending Balance	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000

Source: Tiberius Solutions

Table 16. Programs and Costs in Year of Expenditure Dollars, Page 3

	FYE 2040	FYE 2041	FYE 2042	FYE 2043	FYE 2044	FYE 2045	FYE 2046	FYE 2047
Resources								
Beginning Balance	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Interest Earnings	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250
Transfer from TIF Fund	3,612,520	4,443,690	5,232,091	6,056,235	6,918,802	7,906,583	8,614,573	9,351,878
Bond/Loan Proceeds	-	-	-	-	-	-	-	-
Total Resources	3,863,770	4,694,940	5,483,341	6,307,485	7,170,052	8,157,833	8,865,823	9,603,128
Expenditures (YOE \$)								
Transportation	(1,990,958)	(2,448,880)	(2,883,239)	(3,337,290)	(3,812,510)	(4,356,715)	(4,746,772)	(5,152,981)
Affordable Housing	(910,967)	(1,120,490)	(1,319,231)	(1,526,983)	(1,744,421)	(1,993,423)	(2,171,894)	(2,357,755)
Parks and Trails	(457,713)	(562,987)	(662,845)	(767,229)	(876,480)	(1,001,591)	(1,091,263)	(1,184,649)
Administration	(254,132)	(312,583)	(368,026)	(425,982)	(486,641)	(556,105)	(605,893)	(657,743)
Contingency	-	-	-	-	-	-	-	-
Financing Fees	-	-	-	-	-	-	-	-
Total Expenditures	(3,613,770)	(4,444,940)	(5,233,341)	(6,057,485)	(6,920,052)	(7,907,833)	(8,615,823)	(9,353,128)
Ending Balance	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000

Source: Tiberius Solutions

Table 17. Programs and Costs in Year of Expenditure Dollars, Page 4

	FYE 2048	FYE 2049
Resources		
Beginning Balance	250,000	-
Interest Earnings	1,250	-
Transfer from TIF Fund	7,966,784	-
Bond/Loan Proceeds	-	-
Total Resources	8,218,034	-
Expenditures (YOE \$)		
Transportation	(2,601,366)	-
Affordable Housing	(1,190,260)	-
Parks and Trails	(598,043)	-
Administration	(332,047)	-
Contingency	(3,467,568)	-
Financing Fees	-	-
Total Expenditures	(8,189,284)	-
Ending Balance	28,750	-

Source: Tiberius Solutions

VIII. REVENUE SHARING

Revenue sharing thresholds are expected to begin in FYE 2048 as the threshold set in ORS 457 (annual tax increment revenues in excess of 10 percent of the maximum indebtedness) is expected to be met in FYE 2047.

Revenue sharing means that at thresholds defined in ORS 457.470, the impacted taxing jurisdictions will receive a share of the incremental growth in the Area. The first threshold is when annual tax increment finance revenues exceed 10% of the original maximum indebtedness of the Plan (\$14,670,000). At the 10% threshold, the Agency will receive the full 10% of the initial maximum indebtedness plus 25% of the increment above the 10% threshold, and the taxing jurisdictions will receive 75% of the increment above the 10% threshold.

The second threshold is set at 12.5% of the maximum indebtedness (\$18,337,500) If this threshold is met, revenue for the area would be capped at 12.5% of the maximum indebtedness, with all additional tax revenue being shared with affected taxing districts.

If assessed value in the Area grows more quickly than projected, the revenue sharing thresholds could be reached earlier. If assessed value grows more slowly, they could be reached later.

IX. IMPACT OF THE TAX INCREMENT FINANCING

This section describes the impact of tax increment financing of the maximum indebtedness, both until and after the indebtedness is repaid, upon all entities levying taxes upon property in the Area.

The impact of tax increment financing on overlapping taxing districts consists primarily of the property tax revenues foregone on permanent rate levies as applied to the growth in assessed value in the Area. These projections are for impacts estimated through FYE 2049 and are shown in Table 18 and Table 19. Local option levies and general obligation bonds are not negatively impacted by this Area.

The financing model anticipates that the value of property being annexed will be about \$1M per year on average in 2023\$. The portion of the frozen base associated with unincorporated property (Tax Code Area 5) is estimated to be \$43,000,000. The anticipated 3% annual growth in assessed value on this frozen base is just over \$1,000,000 per year. This results in the loss of value from annexations essentially negating the gain in value from appreciation for unincorporated properties in the Area. Thus, for most of the life of the Area, it is estimated that the unincorporated tax code area would have no increment value, and thus would not be contributing any tax increment finance revenue to the Area, and thus would not result in any foregone property tax revenue for the Westside Rural Fire District.

The Hood River School District and the Columbia Gorge Education Service District are not *directly* affected by the tax increment financing, but the amounts of their taxes divided for the urban renewal plan are shown in the following tables. Under current school funding law, property tax revenues are combined with State School Fund revenues to achieve per-student funding targets. Under this system, property taxes foregone, due to the use of tax

increment financing, are substantially replaced with State School Fund revenues, as determined by a funding formula at the state level. Similarly, the Columbia Gorge Community College is funded through classes attended and through a statewide formula.

Table 18 and Table 19 show the projected impacts to permanent rate levies of taxing districts as a result of this Plan. Table 18 shows the general government levies, and Table 19 shows the education levies.

Table 18. Projected Impact on Taxing District Permanent Rate Levies - General Government, page 1

FYE	Hood River County	911 Comm.District	City of Hood River	Port of Hood River	Hood River Parks & Rec	Hood River County Trans District	Library District	Westside RFD	Subtotal
2025	(59,279)	(23,609)	(114,131)	(1,389)	(14,632)	(3,024)	(16,314)	(962)	(233,341)
2026	(116,816)	(46,525)	(227,219)	(2,737)	(28,835)	(5,960)	(32,149)	(1,255)	(461,495)
2027	(177,489)	(70,690)	(346,583)	(4,158)	(43,812)	(9,055)	(48,847)	(1,532)	(702,167)
2028	(241,527)	(96,195)	(472,640)	(5,659)	(59,619)	(12,323)	(66,471)	(1,804)	(956,237)
2029	(302,585)	(120,513)	(592,443)	(7,089)	(74,691)	(15,438)	(83,274)	(2,171)	(1,198,205)
2030	(361,305)	(143,900)	(707,293)	(8,465)	(89,185)	(18,434)	(99,435)	(2,626)	(1,430,642)
2031	(420,451)	(167,456)	(822,818)	(9,850)	(103,785)	(21,451)	(115,712)	(3,128)	(1,664,652)
2032	(479,963)	(191,159)	(938,887)	(11,245)	(118,475)	(24,488)	(132,091)	(3,681)	(1,899,987)
2033	(542,453)	(216,047)	(1,060,828)	(12,709)	(133,900)	(27,676)	(149,289)	(4,244)	(2,147,145)
2034	(608,088)	(242,188)	(1,188,971)	(14,246)	(150,102)	(31,024)	(167,352)	(4,816)	(2,406,788)
2035	(689,757)	(274,715)	(1,349,145)	(16,160)	(170,261)	(35,191)	(189,828)	(5,327)	(2,730,384)
2036	(775,799)	(308,984)	(1,517,978)	(18,176)	(191,500)	(39,581)	(213,508)	(5,842)	(3,071,366)
2037	(866,211)	(344,993)	(1,695,462)	(20,294)	(213,817)	(44,194)	(238,390)	(6,362)	(3,429,724)
2038	(961,179)	(382,816)	(1,881,963)	(22,519)	(237,259)	(49,039)	(264,526)	(6,888)	(3,806,189)
2039	(1,060,890)	(422,529)	(2,077,856)	(24,855)	(261,872)	(54,126)	(291,967)	(7,419)	(4,201,515)
2040	(1,165,545)	(464,211)	(2,283,538)	(27,307)	(287,706)	(59,466)	(320,769)	(7,955)	(4,616,496)
2041	(1,271,010)	(506,216)	(2,490,711)	(29,777)	(313,739)	(64,847)	(349,795)	(8,524)	(5,034,617)
2042	(1,371,082)	(546,072)	(2,686,919)	(32,122)	(338,441)	(69,952)	(377,335)	(9,166)	(5,431,090)
2043	(1,475,685)	(587,733)	(2,892,076)	(34,573)	(364,261)	(75,289)	(406,123)	(9,819)	(5,845,561)
2044	(1,585,159)	(631,334)	(3,106,858)	(37,137)	(391,284)	(80,874)	(436,251)	(10,483)	(6,279,381)
2045	(1,671,923)	(665,890)	(3,276,010)	(39,170)	(412,701)	(85,301)	(460,130)	(11,307)	(6,622,432)
2046	(1,761,877)	(701,717)	(3,451,413)	(41,277)	(434,906)	(89,890)	(484,886)	(12,154)	(6,978,120)
2047	(1,855,551)	(739,026)	(3,634,123)	(43,472)	(458,028)	(94,670)	(510,666)	(13,020)	(7,348,556)
2048	(1,679,763)	(669,013)	(3,289,215)	(39,354)	(414,636)	(85,701)	(462,287)	(11,960)	(6,651,929)
2049	(505,338)	(201,265)	(989,082)	(11,839)	(124,739)	(25,782)	(139,074)	(3,721)	(2,000,839)
TOTAL:	(22,006,725)	(8,764,798)	(43,094,162)	(515,576)	(5,432,187)	(1,122,776)	(6,056,469)	(156,164)	(87,148,858)

Source: Tiberius Solutions

Table 19. Projected Impact on Taxing District Permanent Rate Levies – Education

FYE	Columbia Gorge Community College	Hood River County School District	Columbia Gorge ESD	Subtotal	Total
2025	(11,307)	(201,266)	(19,569)	(232,162)	(465,503)
2026	(22,282)	(396,658)	(38,562)	(457,502)	(918,997)
2027	(33,855)	(602,681)	(58,591)	(695,127)	(1,397,294)
2028	(46,069)	(820,128)	(79,731)	(945,928)	(1,902,165)
2029	(57,716)	(1,027,457)	(99,887)	(1,185,060)	(2,383,265)
2030	(68,916)	(1,226,846)	(119,271)	(1,415,032)	(2,845,674)
2031	(80,197)	(1,427,682)	(138,795)	(1,646,674)	(3,311,327)
2032	(91,549)	(1,629,760)	(158,441)	(1,879,750)	(3,779,737)
2033	(103,468)	(1,841,953)	(179,070)	(2,124,491)	(4,271,636)
2034	(115,988)	(2,064,822)	(200,736)	(2,381,546)	(4,788,334)
2035	(131,565)	(2,342,137)	(227,696)	(2,701,398)	(5,431,783)
2036	(147,977)	(2,634,300)	(256,100)	(3,038,376)	(6,109,742)
2037	(165,223)	(2,941,304)	(285,946)	(3,392,472)	(6,822,196)
2038	(183,337)	(3,263,775)	(317,295)	(3,764,407)	(7,570,595)
2039	(202,356)	(3,602,354)	(350,211)	(4,154,922)	(8,356,437)
2040	(222,318)	(3,957,720)	(384,759)	(4,564,797)	(9,181,293)
2041	(242,435)	(4,315,837)	(419,574)	(4,977,846)	(10,012,463)
2042	(261,522)	(4,655,642)	(452,609)	(5,369,774)	(10,800,863)
2043	(281,475)	(5,010,833)	(487,140)	(5,779,447)	(11,625,008)
2044	(302,356)	(5,382,560)	(523,278)	(6,208,194)	(12,487,574)
2045	(318,905)	(5,677,176)	(551,920)	(6,548,001)	(13,170,434)
2046	(336,063)	(5,982,625)	(581,615)	(6,900,303)	(13,878,424)
2047	(353,931)	(6,300,704)	(612,538)	(7,267,173)	(14,615,729)
2048	(320,401)	(5,703,798)	(554,508)	(6,578,706)	(13,230,635)
2049	(96,389)	(1,715,924)	(166,817)	(1,979,130)	(3,979,969)
TOTAL:	(4,197,599)	(74,725,961)	(7,264,657)	(86,188,217)	(173,337,076)

Source: Tiberius Solutions Please refer to the explanation of the schools funding in the preceding section .

Table 20 shows the projected increased revenue to the taxing jurisdictions after tax increment proceeds are projected to be terminated. These projections are for FYE 2050. The Frozen Base is the assessed value of the Area established by the county assessor at the time the Area is established. Excess Value is the increased assessed value in the Area above the Frozen Base.

Table 20. Additional Revenues Obtained after Termination of Tax Increment Financing – FYE 2050

Taxing District	Type	Tax Rate	From Frozen Base	From Excess Value	Total
General Government					
Hood River County	Permanent	1.4171	212,219	2,185,977	2,398,196
911 Communication District	Permanent	0.5644	84,522	870,626	955,148
City of Hood River	Permanent	2.8112	328,797	4,276,558	4,605,355
Port of Hood River	Permanent	0.0332	4,972	51,214	56,186
Hood River Parks & Rec	Permanent	0.3498	52,384	539,592	591,976
Hood River County Trans District	Permanent	0.0723	10,827	111,528	122,355
Library District	Permanent	0.3900	58,405	601,602	660,007
Westside RFD	Permanent	0.7810	25,614	16,646	42,260
Subtotal	Gen. Govt.	6.4190	777,740	8,653,743	9,431,483
Education					
Columbia Gorge Community College	Permanent	0.2703	40,479	416,957	457,436
Hood River County School District	Permanent	4.8119	720,610	7,422,696	8,143,306
Columbia Gorge ESD	Permanent	0.4678	70,056	721,615	791,671
Subtotal	Education	5.5500	831,145	8,561,268	9,392,413
Total		11.9690	\$1,608,885	\$17,215,011	\$18,823,896

Source: Tiberius Solutions

X. COMPLIANCE WITH STATUTORY LIMITS ON ASSESSED VALUE AND SIZE OF URBAN RENEWAL AREA

State law limits the percentage of both a municipality's total assessed value and the total land area that can be contained in an urban renewal area at the time of its establishment to 25% for municipalities under 50,000 in population. As noted below, the frozen base (assumed to be FYE 2023 values), including all real, personal, personal, manufactured, and utility properties in the Area, is projected to be \$149,755,979. The Hood River County Assessor will certify the frozen base once the urban renewal plan is adopted.

The total assessed value of the City of Hood River in FYE 2023 is \$1,273,624,325. The percentage of total City assessed value in the urban renewal area is 18.53%, below the 25% threshold. This amount is calculated by dividing the total frozen base amounts of the urban renewal areas by the total assessed value of the city minus the excess value of the urban renewal areas. The excess value is that value that has been created above the frozen base. The Hood River Waterfront URA is expected to terminate in FYE 2024, so this will reduce the percentage of assessed value in urban renewal to 16.38%.

The Area contains 406.1 acres, including public rights-of-way, the Heights Urban Renewal area contains 96 acres, the Waterfront Area contains 42 acres and the City of Hood River contains 2,180 acres. This puts 25% of the City's acreage in an urban renewal area, which does not exceed the 25% threshold.

Table 21. Urban Renewal Area Conformance with Assessed Value and Acreage Limits

	Acreage	Assessed Value	Excess Value
Hood River Waterfront	42	\$11,872,754	\$80,681,376
Heights	96	\$54,455,226	\$26,900,284
Hood River Westside Area	406.1	\$149,755,979	
Total	544.1	\$216,083,959	\$107,581,660
City of Hood River	2,180	\$1,273,624,325	
25% of City	545		
% in urban renewal	25%	18.53%	

Source: Compiled by Elaine Howard Consulting, LLC with data from Tiberius Solutions LLC, City of Hood River, Hood River County Department of Assessment and Taxation (FYE 2023)

*Estimated value, exact value will be set by the Hood River County Assessor upon adoption of the Plan.

XI. EXISTING PHYSICAL, SOCIAL, AND ECONOMIC CONDITIONS AND IMPACTS ON MUNICIPAL SERVICES

This section of the Report describes existing conditions within the Hood River Riverfront TIF Area and documents the occurrence of “blighted areas,” as defined by ORS 457.010(1).

A. *Physical Conditions*

1. Land Use

The Area is 406.1 acres, which is composed of 373 individual tax lots encompassing 379.65 acres, and an additional 26.45 acres in public rights-of-way. An analysis of FYE 2023 property classification data from the Hood River County Assessor’s Office was used to determine the land use designation of parcels in the Area. By acreage, Commercial land uses account for the most prevalent land use within the Area (30.38%). This was followed by Tract which is undeveloped property (28.13%). Detailed land use designations in the Area can be seen in Table 22.

Table 22. Land Use in the Area

Land Use	Tax Lots	Acres	Percent of Acres
Commercial	80	115.33	30.38%
Tract	98	106.80	28.13%
Residential	149	92.00	24.23%
Exempt	12	34.52	9.09%
Multi-Family	32	26.44	6.96%
Farm	1	3.95	1.04%
Miscellaneous	1	0.62	0.16%
TOTAL:	373	379.65	100.00%

Source: Compiled by Elaine Howard Consulting with data from Tiberius Solutions and the Hood River County Assessor’s Office (FYE 2023)

2. Zoning and Comprehensive Plan Designations

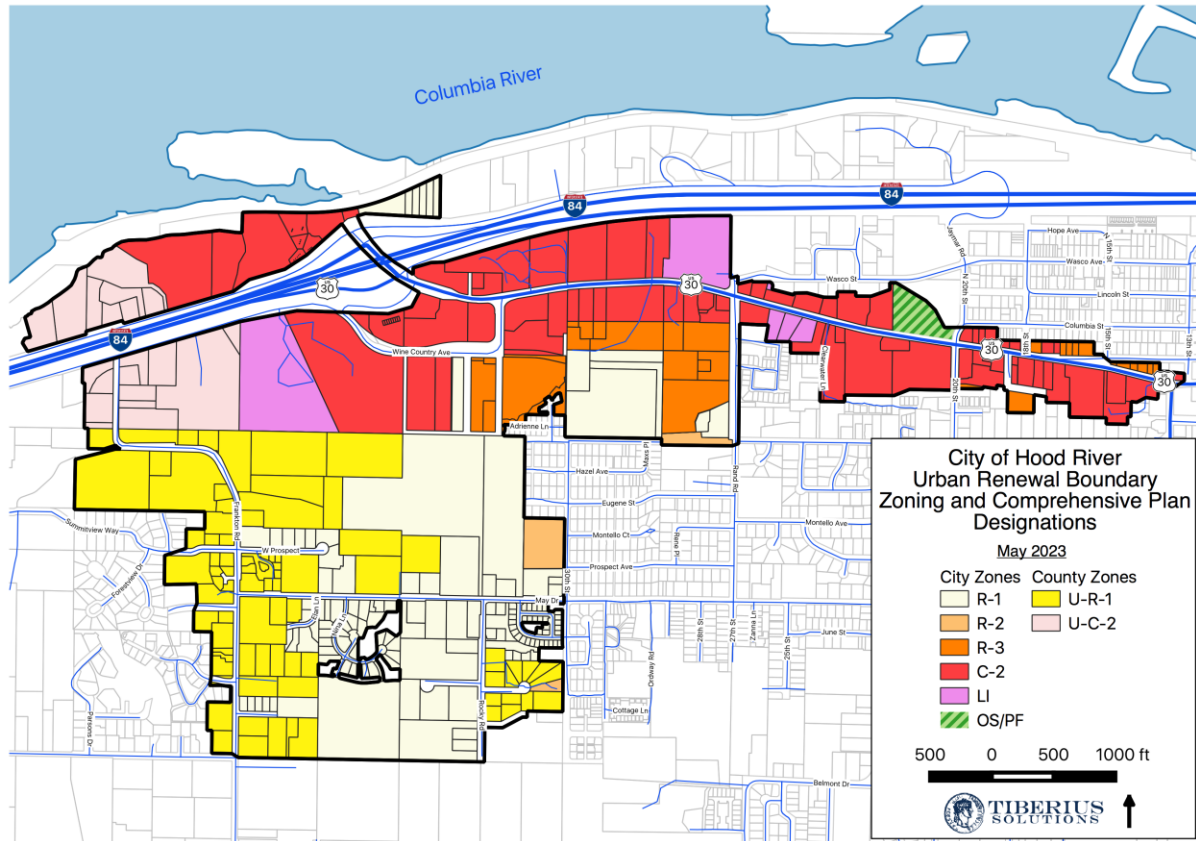
The zoning and comprehensive plan designations in the city of Hood River are the same. As some of the property is in unincorporated Hood River County, those zoning and comprehensive plan designations are also shown. It is anticipated that those properties will be annexed as they develop in the future. The most prevalent zoning and comprehensive plan designation by acreage in the Area is Urban Low Density (45%) followed by General Commercial (40%). Detailed zoning and comprehensive plan designations in the Area are shown in Table 23.

Table 23. Zoning and Comprehensive Plan Designations in the Area

Designations	Tax Lots	Acres	Percent of Acres
Urban Low Density	212	170.50	44.91%
General Commercial	123	152.64	40.21%
Light Industrial	7	28.23	7.44%
Urban High Density	25	19.63	5.17%
Urban Standard Density	5	5.87	1.55%
Open Space/Public Facility	1	2.77	0.73%
TOTAL:	373	379.65	100.00%

Source: Compiled by Elaine Howard Consulting with data from Tiberius Solutions and the Hood River County Assessor's Office (FYE 2023)

Figure 6. Hood River Westside Urban Renewal Area Zoning and Comprehensive Plan Designations



Source: Tiberius Solutions

B. Infrastructure

This section identifies the existing conditions in the Area to assist in **establishing blight in the ordinance adopting the urban renewal plan.** There are projects listed in the TSP, the **Westside Area Concept Plan Report**, Appendix A and B and the **Hood River Multi-Jurisdictional Parks Master Plan**. The projects below are a compilation by Hood River staff of these projects. **This does not mean that all of these projects are included in the urban renewal plan.** The specific projects that are included in the Plan are listed in Sections II and III of this Report.

Transportation

Project ID	Location	Description	\$ Estimated Cost from the 2021 TSP Amendment
MV1/MV2 Interim	I-84 Exit 62 Interchange	<ul style="list-style-type: none"> • I-84 Westbound Ramp/Terminal <ul style="list-style-type: none"> - Construct traffic signal • I-84 Westbound Ramp/Terminal <ul style="list-style-type: none"> - Install queue detection devices on the off-ramp and ability to pre-empt signal timing to allow the off-ramp queues to be cleared during times when queue lengths become excessive • I-84 Eastbound Ramp/Terminal <ul style="list-style-type: none"> - Construct an eastbound shared through/left turn lane to create an exclusive lane for the heavier right turn movement • Cascade Avenue <ul style="list-style-type: none"> - Construct second eastbound lane from the I-84 eastbound ramp terminal to Mt. Adams Avenue (would tie into the existing eastbound right turn lane at Mt. Adams Avenue) • Westcliff Drive/Cascade Avenue <ul style="list-style-type: none"> - Install a stop sign on the eastbound approach - Remove the stop sign for the northbound right turn lane 	\$ 6,915,000
MV2a	Cascade Ave.(HCRH): I-84 Exit 62 Interchange to	<ul style="list-style-type: none"> • Construct second westbound lane from Mt. Adams Ave. to I-84 eastbound ramp terminal (ends as right turn lane)*** (Roundabout on Cascade Ave. at Mt. Adams Ave. 	\$1,810,000

	Mt. Adams Ave	<i>listed as separate project – MV11)</i>	
MV2b	Cascade Ave: Mt. Adams Ave to Rand Rd.	<ul style="list-style-type: none"> • Widen Cascade Ave. between Mt. Adams Ave. and Rand Rd. to include one travel lane in each direction and a center turn lane 	\$1,255,000
MV3	Mt. Adams Ave.: Cascade Ave. to Wine Country Ave.	<ul style="list-style-type: none"> • <u>Cascade Ave. at Mt. Adams Ave.</u> <ul style="list-style-type: none"> • Widen to east of Mt. Adams Avenue between Cascade Ave. And Wine Country Ave. to construct a second northbound left turn lane (reevaluate the need for this if a roundabout is chosen as the preferred alternative) • Install yield control for eastbound right turn lane (constructed as part of MV2) (Roundabout (preferred if feasible) or traffic signal on Cascade Ave. at Mt. Adams Ave. listed as separate project – MV11) • <u>Mt. Adams Ave. at Wine County Ave.</u> <ul style="list-style-type: none"> • Construct a roundabout 	\$3,170,000
MV4.2	Westside Drive (Wine Country Avenue to May Street)	<ul style="list-style-type: none"> • Construct Westside Drive as a 2 to 3-lane minor arterial from Wine Country Avenue to May Street. 	\$19,010,000
MV11	Mt. Adams Ave./ Cascade Ave.	<ul style="list-style-type: none"> • Construct roundabout 	\$5,500,000 (roundabout)
		Neighborhood and Urban Collectors	
		Additional Cascade Avenue Streetscape Improvements	

3. Stormwater

A project memorandum from David Evans and Associates, Inc. in the Hood River Westside Area Concept Plan Report details the following water system needs in the Area. (p 169 of Appendix A and B). The estimated costs were \$9,981,700 in 2017 dollars.

“We evaluated a total of five (5) hydrologic basins (A-E). Basin A is located at the southeast corner of the study area. It includes the area north and west of Belmont Drive; and areas west of the extended 27th Street.

Basin A connects to the existing City system at approximately May Avenue/25th Avenue intersection.

Basin B includes areas south of May Avenue at approximately 30th Street. There are also areas between 30th Street and Adams Avenue extension. There are multiple points of connection for Basin B into the existing storm line located in 30th Street.

Basin C includes areas between the extended Adams Blvd and the new Alignment D roadway. It also includes approximately half of the high school site. The mainline of this basin is located within the Adams Blvd roadway. The main point of connection is just north of Cascade Avenue.

Basin D is the remaining area between the new Alignment D and Adams Avenue. It also includes the southwest corner of the study area. The mainline of this basin is located in Alignment D roadway. The point of connection is north of Country Club Drive at Wine Country Road.

Basin E includes the western-most portion of the study area, north and east of Frankton Road. The mainline of this basin is located in Frankton Road. The main point of connection is north of Country Club Road.⁷

Basin A - \$1,481,800

- West extension from Belmont
- Rand Road south extension from May Avenue
- May Avenue extension west from Rand Road
- May Avenue extension west from point of connection (POC)

Basin B - \$1,366,500

- 30th Street extension south
- May Avenue extension east from 30th Street
- Hazel south extension west from 30th Street
- Sherman extension west from 30th Street
- Cascade Avenue extension west to POC

Basin C - \$3,080,300

- Rocky Road extension south to study boundary
- May Drive extension east from Rocky Road
- Prospect extension west to Adams Avenue
- Montello Avenue extension west to Adams Avenue
- Eugene Avenue extension west to Adams Avenue
- Sherman extension east to Adams Avenue
- Wine Country extension east to Adams Avenue
- Adams Avenue extension from May Avenue to Cascade Avenue
- Cascade Avenue extension west to POC

Basin D - \$3,236,200

- May extension east from Alignment D
- May extension west from Alignment D
- Extension east from Stonegate Drive
- Extension north to May Avenue

⁷ Westside Area Concept Plan Report Appendix A and B p 177

- May extension east from Franklin
- May extension west from Nina Lane
- W Prospect Avenue extension east
- North extension from May to Alignment D
- Hazel extension to Alignment D
- Sherman extension west to Alignment D
- Alignment D extension from May to POC

Basin E - \$816,900

- West extension to Frankton Road
- Frankton Road extension to the north
- North extension from Frankton Road to Country Club Road/POC

4. Sanitary Sewer

A project memorandum from David Evans and Associates, Inc. in the Hood River Westside Area Concept Plan Report details the following water system needs in the Area. (p 169 of Appendix A and B). The estimated costs were \$7,439,2100 in 2017 dollars.

- Connection to Belmont Drive
- Connection to 29th Street
- Connection to 30th Street
- Rocky Road connection
- Vista Loop connection to Blackberry
- Vista Loop connection to Kesia Court
- BlackBerry Drive east to Vista Loop
- East-West connection to Frankton Road
- New North-South (Alignment D) - Wine Country Road to May Street
- May Drive connection to Alignment D (East to West and West to East)
- Sherman Road connection to Alignment D (East to West and West to East)
- High School to Alignment D
- Frankton Road TO Alignment D (West to East)
- Adams extension north from Cascade Avenue
- Prospect Avenue extension east of Adams
- Montello Avenue extension (East to West and West to East)
- Eugene Avenue extension to Adams
- Hazel west connection
- Sherman west connection
- Sherman connection to Adams

5. Water

A project memorandum from David Evans and Associates, Inc. in the Hood River Westside Area Concept Plan Report details the following water system needs in the Area. (p 167 of Appendix A and B). The estimated costs were \$6,148,100 in 2017 dollars.

- Belmont Drive West extension to Rocky Road
- 29th Street extension south

- 30th Street extension south
- Blackberry Drive from Rocky Road to Frankton Road
- Vista Loo connection to Blackberry Drive
- May Drive extension to Frankton Road
- Elan Drive extension to Frankton Road
- Frankton Road south extension from Blackberry Drive
- Frankton Road – May Street to Blackberry Drive
- Frankton Road – May Street to Country Club
- Country Club Road extension to Frankton Road
- New North-South Arterial (Alignment D) - Wine Country Road to May Street
- East-West connection from Alignment D to Frankton Road
- Prospect Avenue from Alignment D to Frankton Road
- Adams extension north to 30th Street
- Sherman extension west to Alignment D
- High School from Sherman to Alignment D
- Hazel extension west to Adams
- Eugene extension west to Adams

6. Parks and Trails

Project ID	Location	Description	Estimated Cost
MV4.2	Westside Drive	Construct a multi-use path along Westside Dr. from Wine Country to May St.	\$2,000,000
P4	Westside Community Trail	Extend Westside Community Trail east to connect with the existing trail at 20 th Street.	\$1,365,000 for on-street segment along Rocky Road
P19	Henderson Creek Trail	Construct an asphalt or concrete path from the south UGB/Post Canyon Drive extension to Cascade Avenue in a buffer along Henderson Creek.	\$5,290,000
P20	Ridgeline Trail north of Sherman Ave	Construct a trail from Rand Road to Frankton Road.	\$2,245,000
Urban Neighborhood Park A	TBD	Land Acquisition and Development for 4-acre park	
Urban Neighborhood Park B	TBD	Land Acquisition and Development for 4-acre park	

C. Social Conditions

The following social conditions were taken from the American Community Survey 2017-2021 Five Year Estimates. The most common age bracket in the Area is 35 to 44 years at 22%, followed by 55 to 64 years at 17%.

Table 24. Age in the Area

Age	Number	Percent
Under 5 years	167	7%
5 to 9 years	224	10%
10 to 14 years	86	4%
15 to 17 years	38	2%
18 to 24 years	131	6%
25 to 34 years	270	12%
35 to 44 years	508	22%
45 to 54 years	198	9%
55 to 64 years	393	17%
65 to 74 years	190	8%
75 to 84 years	88	4%
85 years and over	-	0%
TOTAL	2,293	100%

Source: American Community Survey 2017-2021 Five Year Estimates

According to the US Census Bureau, American Community Survey 2017-2021 Five Year Estimates, the block groups have 2,293 residents, 76% of whom identify as Not Hispanic and 24% of whom identify as Hispanic or Latino. The analysis of origin by race is shown in the table below.

Table 25. Hispanic or Latino Origin by Race in the Area

Race	Number	Percent
Not Hispanic	1,744	76%
White alone	1,613	70%
Black or African American alone	54	2%
American Indian and Alaska Native alone	-	0%
Asian alone	26	1%
Native Hawaiian and Other Pacific Islander alone	-	0%
Some other race alone	-	0%
Two or more races	51	2%
Hispanic or Latino	549	24%
TOTAL	2,293	100%

Source: American Community Survey 2017-2021 Five Year Estimates

In the block groups, 55% of adult residents have earned a bachelor's degree or higher compared to 34% of Oregon residents. Another 20% have some college education without a degree. Seven percent have graduated from high school with no college experience.

Table 26. Education in the Area

Education	Number	Percent
Less than high school	287	17%
High school graduate (includes equivalency)	121	7%
Some college	184	11%
Associate's degree	154	9%
Bachelor's degree	414	25%
Master's degree	301	18%
Professional school degree	175	11%
Doctorate degree	11	1%
TOTAL	1,647	100%

Source: American Community Survey 2017-2021 Five Year Estimates

Of the means of transportation used to travel to work, the majority, 54%, drove alone with 1% carpooling. Fourteen percent either walk to work or rode a bicycle.

Table 27. Means of Transportation to Work in the Area

Means of Transportation	Number	Percent
Drove alone	702	54%
Carpooled	16	1%
Public transportation (includes taxicab)	56	4%
Motorcycle	-	0%
Bicycle	88	7%
Walked	87	7%
Other means	31	2%
Worked at home	331	25%
TOTAL	1,311	100%

Source: American Community Survey 2017-2021 Five Year Estimates

Twenty-six percent of the incomes in the Area are below \$75,000. The median income for Oregon is \$65,667. Nineteen percent of the family income in Hood River exceeds \$200,000 while for the State only 7.2% have incomes over \$200,000.

Table 28. Income in the Area

Income Range	Number	Percentage
Less than \$10,000	-	0%
\$10,000 to \$19,999	-	0%
\$20,000 to \$29,999	73	8%
\$30,000 to \$39,999	-	0%
\$40,000 to \$49,999	52	6%
\$50,000 to \$59,999	29	3%
\$60,000 to \$74,999	78	9%
\$75,000 to \$99,999	102	12%
\$100,000 to \$124,999	111	13%
\$125,000 to \$149,999	161	18%
\$150,000 to \$199,999	110	13%
\$200,000 or more	164	19%
TOTAL	880	100%

Source: American Community Survey 2017-2021 Five Year Estimates

D. Economic Conditions

1. Taxable Value of Property within the Area

The estimated total assessed value of the Area calculated with data from the Hood River County Departments of Assessment and Taxation for FYE 2023, including all real, personal, manufactured, and utility properties, is estimated to be \$149,755,979. The County Assessor will certify the frozen base if the ordinance for the approval of the Plan is adopted by the City Council.

2. Building to Land Value Ratio

An analysis of property values can be used to evaluate the economic condition of real estate investments in a given area. The relationship of a property’s improvement value (the value of buildings and other improvements to the property) to its land value is generally an accurate indicator of the condition of real estate investments. This relationship is referred to as the “Improvement to Land Value Ratio,” or “I:L.” The values used are real market values. In urban renewal areas, the I:L is often used to measure the intensity of development or the extent to which an area has achieved its short- and long-term development objectives.

Table 29 shows the improvement to land ratios (I:L) for properties within the Area. Nine percent of the tax lots are exempt, which means they do not pay taxes. These are typically government, utility or non-profit owned properties. Sixty-six taxlots representing thirty percent of the acreage have no improvement value. For properties with improvements, thirty-seven percent have I:L ratios less than 1.0. In other words, the improvements on these properties are worth less than the land they sit on. A reasonable I:L ratio for properties in the Area is 2.0. Ninety nine of the tax lots in the Area, totaling fifteen percent of the acreage, have I:L ratios of 2.0 or more in FYE 2023. In summary, the area is underdeveloped and not contributing significantly to the tax base in Hood River.

Table 29. Improvement to Land Ratios in the Area

Improvement to Land Ratio	Parcels	Acres	Percent of Acres
Exempt	12	34.52	9.09%
No Improvement Value	66	111.86	29.46%
0.01-0.50	46	91.80	24.18%
0.51-1.00	61	48.03	12.65%
1.01-1.50	54	20.87	5.50%
1.51-2.00	35	15.23	4.01%
2.01-2.50	28	10.30	2.71%
2.51-3.00	14	15.99	4.21%
3.01-4.00	15	12.44	3.28%
> 4.00	42	18.61	4.90%
TOTAL:	373	379.65	100.00%

E. Impact on Municipal Services

The fiscal impact of tax increment financing on taxing districts that levy taxes within the Area (affected taxing districts) is described in Section VIII of this Report. This subsection discusses the fiscal impacts resulting from potential increases in demand for municipal services.

The projects being considered for future use of urban renewal funding are for blight remediation and include transportation improvements, facilitating development of properties including housing development, recreational improvements and plan administration. The use of tax increment allows the City to add an additional funding source to the City of Hood River general fund or system development charges funds to allow these projects to be completed.

It is anticipated that these improvements will catalyze development on the undeveloped and underdeveloped parcels in the Area. This development will require city services. However, as the property is within the city limits or the urban growth boundary, the city has anticipated the need to provide services to the Area. As the development will be new construction or rehabilitation, it will be up to current building code which will aid in any fire protection needs. The transportation projects will also assist in fire protection needs in the Area.

The financial impacts from tax increment collections will be countered by a more efficient traffic circulation pattern for the Area, the addition of greatly needed housing units, trails and pathways, and, in the future, adding increases in assessed value to the tax base for all taxing jurisdictions, including the City.

XII. REASONS FOR SELECTION OF EACH URBAN RENEWAL AREA IN THE PLAN

The reason for selecting the Area is to provide the ability to fund projects and programs necessary to cure blight within the Area. There are large parcels within the Area that are undeveloped or underdeveloped. There are also transportation deficiencies which impact the residents in Hood River. This Area has large parcels of undeveloped land to be able to supply needed housing units for the region.

The outcome of implementing these projects is anticipated to be the creation of vibrant neighborhood in west Hood River by providing improved multi-modal transportation access, new housing development and additional recreational opportunities in the Area.

XIII. RELOCATION REPORT

When the Agency acquires occupied property under the Plan, residential or commercial occupants of such property shall be offered relocation assistance, as required under applicable state law. Prior to such acquisition, the Agency shall adopt rules and regulations, as necessary, for the administration of relocation assistance. The Agency will comply with all applicable state law in providing these potential benefits.

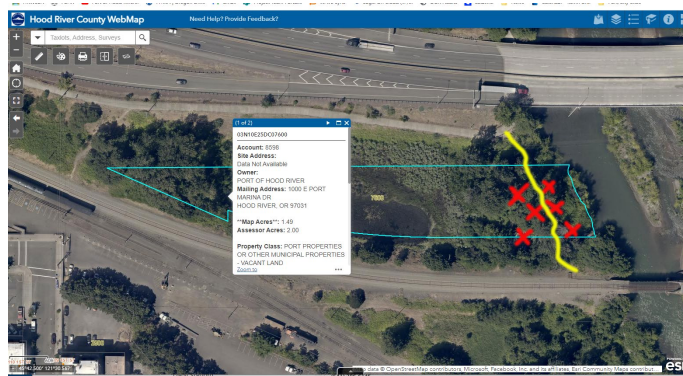
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Executive Director's Report
July 11, 2023

ADMINISTRATION – KEVIN GREENWOOD, EXECUTIVE DIRECTOR

- **Commission Directives from June 20 Meeting:** - Commissioner Fox requested that Mark Libby mentor Ryan Klapprich during the Miscellaneous Truss Repairs project on what to look for while overseeing these types of projects. Mark Libby spent one night in Hood River during the project and worked with Ryan to check on the proper completion of the various repairs.
- Worked with Arup to review Replacement Bridge Management Contract (RBMC) Amendment No. 4. Action item on agenda this evening.
- Self-evaluation has been submitted to Commissioner Sheppard and Chapman.
- Completed two annual performance evaluations this month.
- Hood River County Fair is scheduled for July 26-29.
- US Army Corps of Engineers Portland District Change of Command ceremony July 21 at 10am and the district headquarters, 300 SW First Ave., Portland. Col. Larry Caswell will be replacing Col. Michael D. Helton.
- Spent a couple of hours on waterfront parking enforcement. Met Sharon Chow, one of our park hosts. Daryl and I talked to a number of users primarily on using the new parking system. Met John Enos, the Port's new parking enforcement/evening security officer.
- City has reported that E. coli levels at the Hook are back to normal at sewer outfalls.
- We have ordered three portable AED devices to be placed at the office, in the toll booth, and in a Port vehicle. Staff training will be provided by the supplier once they arrive.
- Working with Mt. Hood Railroad and City Police to develop a plan to clear a camp on Port property along the Hood River in between I-84 and the UP Railroad. With sanitary and fire hazards increasing, staff will continue to monitor this encampment.
- Met with HNTB staff to sign off on next round of federal grant application for bridge replacement.



- *A Letter in Support of Federal Funding for the Bridge Replacement Project has been received from the Nez Perce Tribal Executive Committee (attached). The Port is very grateful to have this support, an important milestone for the project.*
- *Thorn Run Partner's End of Session Report is included in the packet. Two bills passed in the final days regarding bridge replacement. SB 5506 appropriated \$20M to the Hood River-White Salmon Interstate Bridge project and HB 5030 authorized the bonding for the \$20M.*
- *Worked with Scott Reynier and HNTB on a first-year liability policy for the new bridge authority.*
- *Staff is developing position description for Security Patrol. Port's recently hired parking enforcement officer has background in security.*
- *Staff participated in First Friday supporting the bridge replacement effort. Thank you to Commissioner Fox for also participating.*
- *Hal Hiemstra reached out to Rep. Blumenauer's office about trying to get Secretary Buttigieg to visit the bridge during his trip to Portland last week. Unfortunately, the Secretary's schedule could not allow for a trip to the Gorge.*
- *ODOT is hosting a walk-through of the new historic US30 trail on July 20th from 1-4:30pm. Executive Director will represent the Port for the tour.*

FINANCE – DEBBIE SMITH-WAGAR, FINANCE DIRECTOR

- *July 1 was the beginning of a new fiscal year. The office staff are busy working on closing out the last fiscal year and getting ready for the annual audit. The Port's audit firm, Pauly, Rogers and Company, has scheduled field work for the week of September 11th.*
- *Responses for the financial accounting software RFP are due July 11th at 5:00. There was interest from at least two vendors, and we are expecting at least three responses. Staff will review responses. The vendors who provide the top two or three responses will be asked to do demonstrations of their software in early August.*
- *Debbie is working on a comprehensive Accounts Receivable policy to bring to the Commission at their August meeting.*
- *The Finance Department is assisting the new Hood River White Salmon Bridge Authority (HRWSBA) with initial organization. We have assisted with drafting an RFQ for legal services, obtaining insurance for the new Authority, and drafting an IGA between the Port and the new Authority. Work on these activities is continuing.*

RECREATION/MARINA – DARYL STAFFORD, WATERFRONT MANAGER

Marina-

- *The Port has two IGA's with the Sheriff's Department that we enter annually. One is to pay the fuel for the Sheriff's boat at the Fuel Dock in the marina between June 15 and September 15 each year. The other is to waive the fees for the Sheriff's boathouse moorage, and that the Port pays the HRSO \$5,200 annually to apply to the cost of an additional Marine deputy 2 days per week from June 15 – September 15. The HRSO has not been able to provide the additional deputy the last 4 years so the Port has not paid the fee, however the HRSO just notified the Port that they now do have a 2nd deputy and would like to move forward for this season. The Port has never charged moorage for the Sheriff's boathouse.*
- *The 87' USCG Vessel "Wahoo" has been in Port this week. It is a unique boat that is based out of Port Angeles. It has an innovative stern launch and recovery system that was state of the art when it was built in 2001. The missions include search & rescue, maritime law enforcement, marine environmental protection and homeland security.*



Events-

- *Port Concessions have started most of the kids' summer camps so there are kids everywhere on the waterfront! Big Winds has kids windsurfing camps at the Hook, Wet Planet has kids kayak*



camps at Nichols Basin and the Marina Beach, and Gorge Jr. Sailing has kids sailing programs in the Marina Basin.

- *Last weekend was the KB4C (Kiteboard for Cancer) event at the Event Site. Early sign ups were low but with the windy forecast the event organizers hope that people will sign up at the last minute.*
- *WWW (Wylde Wind & Water), one of the Port's Concessions, will be hosting a watersports morning on July 14th for 50 kids from the Native Culture Camp (part of the Dalles Migrant program of the Columbia Gorge Education Service District). The kids will experience SUP, kayak, and outrigger canoes followed by a trip to the HR History Museum. The day will end with an ecology presentation with the River Keepers at the WWW location at the Event Site. WWW has also started the kids weekly SUP camps known as JET & DEVO and they have over 50 kids that are part of that program.*



- *Starting Monday of this week is the ever-popular Gorge Downwind Paddle Champs. You will see lots of outrigger canoes & surf skis around town over the course of the week. Over 800 paddlers participate in this event. The organizer has rented the lot to the east of the Maritime building for event parking on the day of the big race from Home Valley to Hood River.*

Waterfront-

- *Paid parking has now been implemented at the Hook and the Marina boat ramp. Users are not fond of going from free to paid so staff have received several complaints, however that was to be expected. Last year, metered and Way To Park app payments totaled \$101,392.92. So far in the month of July gross revenue received through the mobile only payment options (Pay by Text and Flowbird app) have totaled \$13,216.42. Change is never easy, and some customers have struggled with the transition to mobile only payment. Event Site booth staff, parking enforcement, Event Site hosts, and our front office are doing a great job helping to educate people and show them how to use the payment option from their phones. We have received numerous requests to accept annual passes at the Hook. With only 28 available spaces there and very high demand, staff is not ready to recommend adding the Hook to the annual pass area.*

- *Port staff would like to welcome our new parking enforcement employee, John Enos. John is a Hood River native with over 12 years' experience working security and is a welcome addition to our team! John's father, Ernie, worked for the Port for 32 years in the Facilities department. John will be working evenings helping to close the parks and enforce no overnight parking or camping on Port property.*
- *Last week, the waterfront experienced a fair amount of smoke from the Tunnel 5 fire in Underwood, but it didn't slow down the influx of people who came to recreate. Beach parks and parking lots were full. Our thoughts go out to those who lost their homes and a huge thanks to all of the Firefighters.*
- *Lead Pyrotechnician, Brett Stomps, with the Hood River Fireworks LLC and Western Display postponed the Independence Day fireworks due to increased property risks, questionable air quality issues, under-resourced and dispersed emergency management personnel, and the optics of several homes being lost in Underwood. The display will be moved to New Years Eve later this year. The Port has a use agreement with Western Display to carry out the display from the parking area at The Spit.*
- *Several of the specialized firefighting planes that drop water and fire retardant were deployed. It was an impressive effort to stop it from spreading.*



DEVELOPMENT/PROPERTY – GREG HAGBERY, DEVELOPMENT & PROPERTY MANAGER

- *Staff received the draft version of Task 1, Market Analysis and Highest and Best Use from EcoNorthwest and is reviewing it accordingly. While staff reviews and provides comments on Task 1, EcoNorthwest is working on Task 2, Financial Feasibility Analysis.*
- *Contract negotiations have been finalized with KPFF for design services for the Anchor Way/1st Street project. A copy of the Personal Services Contract and Statement of Work is included as an Action Item for Commission consideration.*
- *Staff met with City of Hood River Public Works, City of Hood River Engineering and City Engineering consultants to discuss the City owned stormwater outfall system currently being designed. While not scheduled to be located on Port property, other than the portion of the outfall scheduled for installation in the parcel East of the Maritime Building, staff participation in their discussion was appreciated and the provision of previously conducted surveys around the area was welcomed. Staff also briefed the participants in the overall design intention for the Anchor Way extension and First Street realignment.*

AIRPORT – GREG HAGBERY, DEVELOPMENT & PROPERTY MANAGER

- *Staff has begun negotiations with HoodAero in preparation for an Amendment to their 2021 FBO Agreement. Several subjects such as fuel flowage fees, associated structures, and additional services that HoodAero proposes to provide are being discussed.*

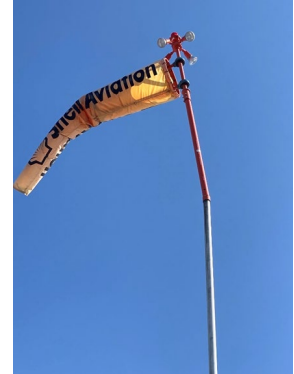
- *Washington Department of Natural Resources utilized the North Apron of Ken Jernstedt Airfield to stage four helicopters to assist with the efforts to contain the Tunnel 5 fire in Underwood. Washington DNR had approximately 20 personnel deployed to the airfield in support of this function.*



- *Correspondence between Port hired contractor Ecological Land Services and the Oregon Department of State Lands (ODSL) has been very fruitful in the effort to modify the wetland mitigation plan in hopes of gaining compliance with several of the required components. Some of the suggested adaptations that are likely to be included in the final document sent to the ODSL for approval include:*

- *Installing irrigation and maintaining irrigation for YRs 0, 1, and 2,*
- *Adding 5 woody monitoring plots,*
- *Controlling reed canarygrass with mowing and herbicide multiple times a season,*
- *Removing Himalayan blackberry with planting a native buffer seed mix and mulching,*
- *Replanting wetland and buffer areas, and*

- *Conducting a WD Light in YR4.*
- *Staff is working with Facilities crew to reinstall a windsock that was removed due to damaged coupling. After removal, members of the AAC informed staff that the windsock was very helpful for pilots and requested the windsock be repaired and reinstalled.*
- *Staff is continuing to negotiate with Aircraft Storage LLC on the North Apron development interest. Once a general term sheet is defined, staff will brief the Commission accordingly.*



The FBO report for the month of June is attached.

BRIDGE/TRANSPORTATION – RYAN KLAPPRICH, FACILITIES MANAGER

- *Miscellaneous Truss repair project began on June 20th and finished early on June 29th. Project overall went smooth with little disruptions, had a few emergency crossings along with a few people the first night moving barricades and driving across anyway. Instructed the contractor about the safety of this matter and needed a new plan so this couldn't happen again. A summary report of the project is attached.*
- *Underwater Pier repair- started the field verification on June 28th and 29th at this time contractor was able to get the actual measurements for steel to be cut at shop, (this will save lots of time not having to field torch cut). I am waiting for a updated schedule to return for actual repairs.*
- *Natural gas Pipeline painting- Northwest Natural has hired Acron paint contractor to do some maintenance paint repairs to the gas line running across the downstream side of the bridge. This will take place sometime in August and planning on taking around 4 weeks. I had an on-site meeting with the team July 6th and we discussed access points and limited traffic interruptions, most access will be from the trail on the Oregon side.*
- *Geotech Drilling- Mobilization of boat on the 8th or 9th of July depending on trucker and starting to drill on the 10th. Unsure of duration at this time.*
- *Boat ramp- pulled new wire from main panel down to the first junction box and electrician wired the light and receptacles.*

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Nez Perce

TRIBAL EXECUTIVE COMMITTEE

P.O. BOX 305 • LAPWAI, IDAHO 83540 • (208) 843-2253

June 28, 2023

Sent Via Email Only: kgreenwood@portofhoodriver.com

Kevin M. Greenwood
Executive Director
Port of Hood River
1000 E. Port Marina Drive
Hood River, OR 97031

Re: Port of Hood River's Request that the Nez Perce Tribe Support Its Requests for Federal Funding to Replace the Hood River-White Salmon Bridge

Dear Director Greenwood:

The Hood River-White Salmon Bridge is vital infrastructure for the Nez Perce Tribe's ("Tribe") members. I, therefore, write on behalf of the Tribe to express the Tribe's support for federal funding for the Port of Hood River's ("Port") replacement of the Hood River-White Salmon Bridge over the Columbia River, between Hood River, Oregon, and White Salmon, Washington.¹ The Tribe further grants the Port permission to indicate the Tribe's support for federal funding through use of the Tribe's name and logo in letters, funding applications, and other promotional materials.² The Tribe provides this support in appreciation of the Port's standing acknowledgement of the Tribe's treaty-reserved right to travel and with the understanding that the Port will mitigate any effects new bridge construction may have on the Tribe's members, treaty-reserved fishing rights, and other interests.

Since time immemorial, the Nez Perce people, the *Nimiipuu*, have traveled, fished, hunted, gathered, and pastured throughout the Columbia Basin for subsistence, ceremonial, and commercial purposes. On June 11, 1855, the Tribe signed a treaty with the United States through which it reserved sovereign rights that the *Nimiipuu* have exercised since time immemorial, including the right to travel upon public highways, free from restriction, encumbrance, and precondition, and the right to fish at all usual and accustomed places and hunt, gather, and pasture

¹ The Tribe supports federal funding requests made by the Port of Hood River alone and in conjunction with Klickitat County and the Bi-State Working Group.

² The Tribe may retract this permission at any time by providing verbal or written notice to the Port.

Kevin M. Greenwood

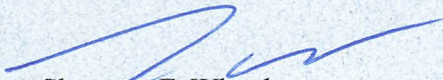
June 28, 2023

Page 2

on open and unclaimed land.³ These reserved rights were and are a guarantee of our ability to preserve *Nimiipuu* culture, identity, and way of life. The Tribe's members continue to exercise the Tribe's treaty-reserved rights throughout the Columbia River Basin.

The Tribe looks forward to working with the Port. If you have any questions or concerns, please contact Amanda Rogerson, Attorney, at amandar@nezperce.org.

Sincerely,



Shannon F. Wheeler
Chairman

cc: Michael Shannon, PE, Project Director, mwshannon@hntb.com

³ Treaty with the Nez Perces, June 11, 1855, 12 Stat. 957.

PERMIT FORM

Port of Hood River has the permission of the Nez Perce Tribe to utilize the copyrighted Nez Perce Tribe Logo, solely for the purpose of Promoting support for local, state and federal funding requests for the Hood River White Salmon Bridge Replacement Project

Use of the logo should include a copyright notice consisting of the following three elements:

1. The symbol ©, or the word "Copyright," or the abbreviation "Copr."; and
2. The year of first publication (1995); and
3. The name of the owner of the copyright, the Nez Perce Tribe.


For example: "© 1995 Nez Perce Tribe."

Further conditions: _____

Permission for use granted by the Chairman of the Nez Perce Tribal Executive Committee:

 _____ Date: 6-28-2023
NPTEC Chairman

I, Kevin Greenwood, agree that I will utilize the tribal logo only for the purposes set forth above. I fully understand that no further use is permissible.

 _____ Date: 04/19/2023
Kevin Greenwood, Executive Director
Port of Hood River

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**PORT OF HOOD RIVER
2023 OREGON LEGISLATIVE SESSION REPORT**

Oregon's 82nd Legislative Assembly finished its 2023 legislative session eight hours ahead of the Constitutional deadline, a traditional end that many doubted would happen after a historically long walk-out placed the Legislature at a standstill for 42 days. A furious finish capped a session that marked the first fully in-person session in nearly three years. The Legislature was full of fresh faces including one-third of new lawmakers, new legislative leadership, and a new Governor. In typical fashion, Oregon's legislators spent their final days mostly in floor session, where members rapidly and with little debate considered and passed hundreds of bills, notably including several policy and investment packages and the budgets required by the state to operate over the next two years. The two bills ([HB 2002](#) and [HB 2005](#)) at the center of the walk-out maelstrom were both amended and passed.

It was a tale of two sessions – the first few months were characterized by non-partisan collaborative work that produced landmark investments in Oregon's semiconductor ecosystem and a major investment in housing supply and services. The second half of the session had a remarkably different tenor. Partisan rancor, conflict, and finally complete breakdown mark the picture of the Legislature since mid-session. While significant legislation and investments ultimately passed in the final days of session – they were overshadowed by the breakdown in the process that preceded.

In January, new Governor Tina Kotek took to the helm with an agenda focused on three policy priorities of statewide concern: housing and homelessness, mental health and addiction services, and education. The Legislature swiftly took action on housing and homelessness, passing a \$200M housing investment package ([HB 2001](#) and [HB 5019](#)) in the first two months of session. Later, a historic \$10.2B investment in the State School Fund was passed to fully invest in education. A range of investments was directed at addressing Oregon's behavioral health and addiction crises, including \$50M to expand residential treatment for those suffering from mental illness ([SB 5506](#)); \$15M to expand children and adult facilities with drug and alcohol addiction ([HB 5525](#)); and implementing a tax revenue to support the State's 988 hotline ([HB 2757](#)).

Along with Governor Kotek's agenda, semiconductor investments were at the forefront of this legislative session. Motivated by leveraging federal CHIPS Act funding, a newly created Joint Committee on Semiconductors worked diligently to develop a robust \$210M incentive package (Oregon CHIPS Act - [SB 4](#)) to make Oregon competitive to attract a share of \$52 billion in federal incentives available. The measure includes \$190 million in direct grants and loans for semiconductor companies seeking federal funding to expand in Oregon, \$10 million for research at universities, and \$10 million to help with land development costs. Along with the incentive package, a research and development tax credit ([HB 2009](#)) was developed through strong bipartisan efforts and extends local government economic development incentives important to the semiconductor industry. In the final days of session [SB 5506](#), which added another \$50M to the Oregon CHIPS Fund.

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As session began, fears of a threadbare budget toned down expectations about new funding in the 2023-2025 biennium. However, the June economic and revenue forecast revealed an additional \$1.8 billion in resources for the Legislature to spend this session, exceeding expectations. Despite the forecast, a 2.5% cut on current agency spending is set to take effect on July 1st to prioritize dollars in the State's most pressing issues. Major investments in housing, semiconductors, mental health, bridges, and early learning dominated the new spending.

Legislation came to a screeching halt following lengthy, emotional hearings on [HB 2002](#), a gender-affirming care and reproductive rights bill. Republicans began to argue that bill summaries did not meet a long-forgotten state law that required them to be written at an eighth-grade reading level. In protest, ten Republican and Independent Senators refused to participate in floor sessions which denied the Senate the quorum it needs to conduct business. Those ten senators exceeded ten or more unexcused absences, making them ineligible to run for re-election pursuant to [Measure 113](#) which passed in 2022 to prevent these kinds of walk-outs. Nonetheless, several of the protesting Senators continued to participate in Committees and legislation advanced as far as possible before hitting the Senate floor wall. For six long weeks, hundreds of policy and budget bills were stalled on the Senate floor. Ten days before Sine Die, a negotiated deal broke the impasse and enough members returned to reach a quorum and advance bills.

During the walk-out, Senate and House leadership in anticipation of running out of time even if the Republicans returned began combining policy bills and investments into “packages.” Many of those packages were passed in the last week of session including significant policy and investments in drought, infrastructure, public defense, wildfires, energy, early childhood education infrastructure, and carbon reduction passed. In what seemed to be an unlikely end to the 2023 session, both chambers and parties came together to make it to the finish line.

PORT OF HOOD RIVER LEGISLATIVE PRIORITIES

Funding for Hood River – White Salmon Bridge Replacement

Funding for the Port of Hood River – White Salmon Bridge Replacement followed a typical winding road through the legislative process, resulting in the project ultimately securing \$20 million for the biennium. In early February, [SB 431](#), the Hood River – White Salmon Interstate bridge replacement funding bill, had a public hearing in the Joint Transportation Committee. Senator Bonham (R-The Dalles) and Representative Helfrich (R-Hood River) testified to the importance of the bridge, and Commissioner Mike Fox and Project Director Mike Shannon described the bridge project and answered questions. Friends of the Columbia Gorge testified with concerns about the look of the bridge, which were later alleviated.

Ultimately, Transportation Committee leadership determined that the best path forward was to combine three bridge requests into a single Local Bridges bill – the Hood River/White Salmon Bridge, the Earthquake Ready Burnside Bridge project ([HB 3323](#)) and the Bridge of the Gods ([SB 815](#)). Introduced by Joint Transportation Co-Chair McLain (D-Hillsboro), with bi-partisan and bi-cameral support, [HB 3622](#) invested sequenced funding to the three local bridge projects. Clarifying

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amendments, which included language to signal a future commitment, were adopted at a public hearing and work session in May. HB 3622 was approved by the Transportation Committee and sent to the Ways and Means Committee. Ultimately Legislative leadership decided not to pass any bridge bills and simply include funding for the bridge in the end-of-session omnibus budget bills and thus neither SB 431 or HB 3622 passed.

In the final days of session, a \$20 million appropriation in an omnibus end-of-session budget bill was secured. In section 159 of SB 5506, \$20 million was appropriated to the Hood River – White Salmon Interstate Bridge project and HB 5030 authorized the bonding for the \$20 million appropriation.

Gorge-ous Night Out

The event was effective and very well-attended. Senator Bonham, Representative Helfrich and their staff represented the Gorge and helped to host numerous legislators and staff from across the state. The evening provided a great showcase of the Gorge's businesses, opportunities and proud community, and Mike Shannon was able to meet with legislators and explain the bridge replacement project.

SUMMARY: BILLS OF INTEREST

SB 431 – Hood River – White Salmon Interstate Bridge: Failed

Appropriates moneys from General Fund to Department of Transportation for distribution to Port of Hood River for construction of Hood River-White Salmon Interstate Bridge.

Introduced with bi-partisan bi-cameral support, SB 431 appropriated \$125 million for the construction of the Hood River – White Salmon Interstate Bridge. In early-February the Joint Transportation Committee held public hearings on SB 431. Senator Bonham and Representation Helfrich testified to the importance of the bridge. Commissioner Anderson, Mayor Blackburn, Sheriff English, Mr. Gibson, Mayor Keethler, Mr. Shannon and Commissioner Fox testified in support and answered questions. Friends of the Columbia Gorge testified as neutral but with concerns about the ascetics of the bridge in the Historic Columbia Gorge Scenic Byway.

After the hearing Thorn Run Partners followed up with supplemental material, which included: a letter and supplemental material with the committee in response to concerns raised by Friends of the Columbia Gorge; an [infographic of the bridge landings](#) requested by Rep. Nathanson (D-Eugene); and detailed information for the sources of money already pledged requested by Rep. Helfrich and Sen. Boquist (I-Polk and Yamhill Counties) At the request of Co-Chair McLain (D-Hillsboro), Thorn Run Partners worked with representatives from Multnomah County and Port of Cascade Locks to introduce a Local Bridges Bill. SB 431 did not pass.

HB 3622 – Legislative Investment Commitment to Support Bridge Projects: Failed

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Expresses commitment of Legislative Assembly to support specified bridge projects through investments of specified amounts.

Thorn Run Partners worked with Multnomah County and the Port of Cascade Locks to introduce a bipartisan bicameral Local Bridges Bill, HB 3622. In the following weeks Thorn Run Partners, Port of Cascade Locks and Multnomah County met with many legislators urging support for the local bridges bill and [three proposed amendments](#): the [-2 amendment](#) added a reporting requirement for the Burnside Bridge; the [-3 amendment](#) allocated \$20 million to the Port of Hood River, removing the funding source for all three bridges, and removed any future funding commitment; and the [-4 amendment added](#) “whereas” language, which included informal and general intent to support future funding.

In advance of the public hearing, Thorn Run Partners and HNTB submitted [testimony](#) from the Local Bridges coalition, Senator King, Port of Hood River, City of White Salmon, City of Hood River, City of Hood River and the Bi-State Working Group; and Mike Shannon testified on behalf of the project. During the work session the three amendments were unanimously adopted, and the bill was approved and sent to the Joint Committee on Ways and Means. HB 3622 did not pass.

SB 5506 & HB 5030 – Omnibus End-of-Session Budget Bills

Released in the final days of session, the omnibus end-of-session budget bill, often called the “Christmas Tree Bill,” appropriated \$20 million to the Hood River – White Salmon Interstate the Hood River – White Salmon Bridge Replacement Project. The appropriation can be found in [section 159 of SB 5506](#). Bonding for the appropriation was authorized in [HB 5030](#)

I-5 Bridge Replacement

In the final days of session, the Legislature passed a \$250 million allocation and \$750 million future commitment for the I-5 Bridge Replacement (“IBR”) Project. The Joint Transportation Committee held several informational meetings on a legislative concept and facilitated committee discussion on the [-2 amendment](#) to HB 2098. HB 2098 bill was intended to serve as the legislative vehicle to fund the IBR. The proposal, designed to secure bipartisan support, would have invested \$1 billion over the next four biennia through general obligation bonds to the IBR project, reiterated the Legislature’s intent to prioritize the Rose Quarter Project, and further refine the periodic cost allocation study which evaluates different classes of vehicles’ contributions to the highway trust fund. Two public hearings were held, a vast amount of [testimony](#) was submitted, and several other [amendments](#) were proposed. During the final committee meeting at which HB 2098 was to be considered, there was no discussion and no action taken on HB 2098 – spelling the end of that bill’s journey. The strategy by advocates for the bridge pivoted towards securing funding in the end-of-session budget bills.

[House Bill 5005](#), allocates \$250 million in the next biennium in general obligation bond proceeds and commits another \$750 million over the next eight years to meet Oregon's share of the IBR cost. Portions of the I-5 Bridge Replacement proposals were also passed in an omnibus transportation amendment to [HB 2099, including modifications to Connect Oregon and adds volumes of](#)

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[alternative fuels for taxation](#). The \$1 billion in general obligation bond authority matches a \$1 billion funding commitment by the State of Washington and is intended to leverage and maximize federal funding for the project.

HB 2096 (Failed) & HB 3406 (Passed) – Omnibus Transportation Policy Packages

Every two years, the Department of Administrative Services Office of Economic Analysis performs a Highway Cost Allocation Study to determine the proportional responsibility of light vehicles and heavy vehicles for maintenance, preservation, and modernization costs of the state's highway system. In the Joint Transportation Committee Chair McLain (D-Hillsboro) expressed her anticipation to use the data for upcoming funding conversations to modernize, making sure there are enough resources for a multi-modal system. Without another public hearing, HB 2096 was [amended](#) and moved to the Revenue Committee. Legislative Council later determined the bill could not move forward because the adopted amendments conflicted.

[HB 3406](#), another placeholder transportation bill, was used as the alternative legislative vehicle for HB 2096. As [amended](#) the bill does three things: clarifies language that allows road authorities to permit operation of vehicles on road that would otherwise not be permitted to do so; revises the requirement of the biennial Highway Cost Allocation Study, requires DAS to review a minimum of the last three versions of the study, and mandates a report to the Joint Committee on Transportation; and eliminates the distinction between types of short line railroads with regard to tax credits allowed for their rehabilitation.

HB 2099 – Omnibus Transportation Legislation: Passed

Expands eligibility criteria for Safe Routes to School grants. Eliminates minimum cash match for grants. Provides that Connect Oregon Fund grants may be awarded when there is minimum amount in fund to pay for grants. Provides exemptions related to requirements to obtain use fuel license. Defines "liquefied petroleum gas." Modifies conversion factors for compressed natural gas and propane. Changes small city allocation to specify that moneys may be used on roads for project elements required for compliance with federal or state law. Directs Department of Transportation to administer federal Drug and Alcohol Clearinghouse related to commercial driving privileges. Permits weighmaster or motor carrier enforcement officer who issued citation for offense to present evidence at trial instead of city or district attorney. Provides that inspection of vehicle dealers by department should be during normal business hours Monday through Friday. Modifies laws related to vehicle dealer certificates and plates. Modifies laws related to special interest registration plates. Allows department to designate law enforcement agencies to perform inspections of vehicle identification numbers. Deletes provision allowing voluntary reporting of odometer reading by person to department. Modifies and repeals laws related to commercial driver training schools. Modifies fees related to issuance and renewal of vehicle transporter certificates, driver training certificates and commercial driver training school certificates. Caps number of special vehicle transporter plates or devices person is entitled to apply for and receive. Extends certificate period to three years. Provides definition of "qualified provider" for purposes of driving tests. Allows department to enter into intergovernmental agreement with City of Portland for removal, storage and disposition of personal property left on property owned by department.

Introduced in the Joint Committee on Transportation and chief sponsored at the request of Joint Committee on Transportation for Rep. Susan McLain (D-Hillsboro) and former Senator Lee Beyer as a study bill. Of importance to the Port, this omnibus transportation bill

THORN RUN PARTNERS

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makes changes the Connect Oregon program. Current law specifies that a competitive Connect Oregon program will be run if there is \$50 million or more available in the Connect Oregon Fund for the biennium in which the grants are provided. The bill simplifies the statutory language around its timing to better reflect the intent to launch a \$50 million program regardless of the timing of cash accrual within a biennium. Passed the House Floor – Ayes: 54, Nays: 2, Excused: 4; and Senate Floor – Ayes: 24, Nays: 0, Absent: 6.

HB 3078 – Designation of Enterprise Zones: Failed

Authorizes any combination of cities, counties and ports to designate enterprise zones together.

Introduced in the House Committee on Revenue and chief sponsored by Rep. Smith (R-Heppner). The bill allows a port, city or county could come together and create an enterprise zone. Rep. Smith introduced the bill purely for conversational purposes. At the public hearing legislators were interested in the out-of-the box concept. Rep. Reschke (R-Klamath Falls) thought counties would be strongly opposed but cities and ports strongly in favor. HB 3078 died in committee.

HB 3205 – Retention Bonuses: Failed

Permits employer to pay employees at different compensation levels pursuant to retention bonus provided that employer does not discriminate in payment of retention bonus, and that retention bonus accounts for entire compensation differential.

Although the bill passed out of the House unanimously and faced no opposition in the Senate, the Chair of the Senate Labor and Business Committee insisted that there were lingering problems with the legislation and made the unilateral decision to [amend](#) it in a way that rendered the bill ineffective. The [amended version](#) of HB 3205 did not receive consideration on the Senate floor when the Senate Republicans returned at the end of the session. Although HB 3205 did not pass, employers can legally continue to offer hiring and retention bonuses so long as new hires and existing employees who hold the same position receive bonuses of the same amount.

HB 3614 – Prohibiting Tolling on State Highways: Failed

Prohibits tolling on state highways until January 2, 2026. Provides exception for Interstate 5 bridges that cross Columbia River. Establishes Task Force on Tolling.

Introduced in the Joint Committee on Transportation and chief sponsored by Rep. Neron (D-Wilsonville), Rep. Hartman (D-Gladstone), Rep. Walters (D-Tualatin), Rep. K. Pham (D-SE Portland), Sen. Meek (D-Happy Valley), and Sen. Woods (D-Wilsonville). The bill was introduced in response to rising concerns around tolling, specifically tolling on I-5 and I-205 to fund infrastructure projects. Following introduction, Governor Kotek directed the Oregon Department of Transportation to delay all new toll collections until January 1, 2026, and the bill died in committee. A Special Joint Committee on Transportation Planning was created and is tasked with reviewing the planning and implementation of major transportation projects.

THORN RUN PARTNERS

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HB 3323 – Burnside Bridge: Failed

Appropriates moneys from General Fund to Oregon Department of Administrative Services for distribution to Multnomah County for Earthquake Ready Burnside Bridge project.

Introduced in the Joint Committee on Transportation and Chief Sponsored by Rep. Dexter (D-Portland). The bill died in committee.

HB 3629 – Pacific Northwest Infrastructure Task Force: Failed

Establishes Pacific Northwest Infrastructure Task Force.

Introduced in the Joint Committee on Transportation and chief sponsored by Rep. Mannix (R-Keizer). The bill creates a task force tasked with creating a comprehensive infrastructure plan, including supporting the completion of the Hood River-White Salmon bridge replacement. Representative Mannix is the Co-Vice Chair of the Joint Committee on Transportation Special Subcommittee on Transportation Planning Representative Mannix promoted the idea of a regionwide infrastructure package during the session and introduced the bill as a conversation starter for work in the interim. The bill died in committee without a public hearing.

SJR 19 – Proposing Amendment to Oregon Constitution about Assessing Highway Tolls: Failed

Proposes amendment to Oregon Constitution to prohibit public body from assessing highway toll unless toll was assessed before January 1, 2018, toll is assessed for use of Bridge of the Gods, Hood River Bridge or Hood River-White Salmon Interstate Bridge, or proposed toll is approved by majority of total votes cast in elections held in counties with border located within 15-mile radius of any section of highway proposed to be tolled. Refers proposed amendment to people for their approval or rejection at next regular general election.

Introduced in the Joint Committee on Transportation and chief sponsored by Sen. Fred Girod (R-Stayton). SJR 19 refers the proposed amendment about public body tolling to the voters. Without an initial public hearing, the bill died in committee.

SB 815 – Bridge of the Gods: Failed

Appropriates moneys from General Fund to Oregon Department of Administrative Services for expenses related to Bridge of the Gods seismic strengthening.

Introduced in the Joint Committee on Transportation and chief sponsored by Sen. Bonham, Sen. Gorsek (D-Gresham), and Rep. Helfrich. The bill died in committee.

SB 933 – Tolling Prohibition: Failed

Prohibits Oregon Transportation Commission from establishing toll on Interstate 205 or Interstate 5. Provides exception for tolls on Interstate 5 bridges that cross Columbia River. Directs Department of Transportation to conduct analysis of alternative funding sources for specified bridge projects.

THORN RUN PARTNERS

GOVERNMENT RELATIONS

Introduced in the Joint Committee on Transportation and chief sponsored by Sen. Meek (D-Clackamas), Rep. Bynum (D-Clackamas), Sen. Bonham (R-The Dalles), Rep. Hieb (R-Canby), and Rep. Neron (D-Wilsonville). Without an initial public hearing, the bill died in committee.

Interim Recommendations and Key Dates

2023 Interim

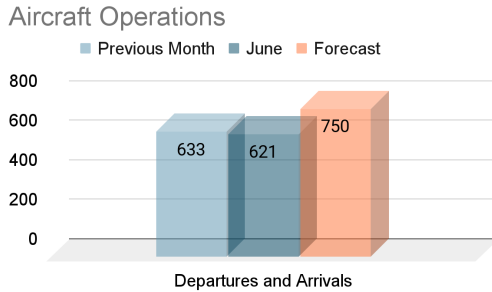
- Schedule session debrief meetings with members of the Hood River legislative delegation.
- Provide briefings and tours of the Bridge Replacement Project to legislative transportation leaders to develop, newly formed Joint Special Subcommittee on Transportation Planning, and maintain understanding of project importance and urgency.
- Develop and implement an interim government relations strategy for securing a significant investment in the bridge's replacement costs as part of next major state transportation funding package. While further funding is not expected in Oregon's 2024 legislative session, Thorn Run Partners will ensure the project is well-positioned in the situation that funding is available.
- Explore an informational hearing to provide updates to members of the Legislature about progress resulting from previous Oregon and Washington Legislative allocations and signify support for ongoing and future funding construction of the bridge replacement.
- Consider another tour/briefing for Oregon and Washington Legislators, transportation policymakers and Gubernatorial staff.

2023-24 Key Dates and Deadlines

- **September 27-29, 2023:** September Interim Committee Days
- **November 6-8, 2023:** November Interim Committee Days
- **January 10-12, 2024:** 2024 January Interim Committee Days
- **February 5, 2024:** 2024 Legislative Session Begins
- **March 10, 2024:** 2024 Legislative Session Ends

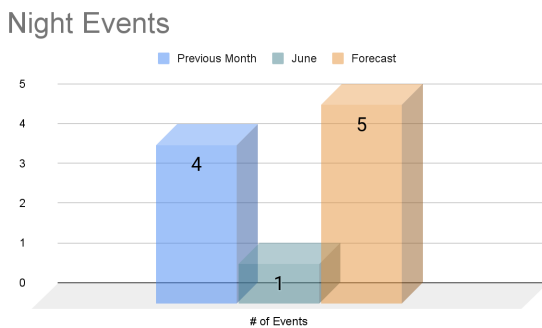
Airport Activity:

Slight decrease in flight activity for June. Weather was favorable for flight operations throughout the month. Rising fuel prices may have resulted in fewer people flying. Anticipate July to be a good month for flight operations.



Night Flights:

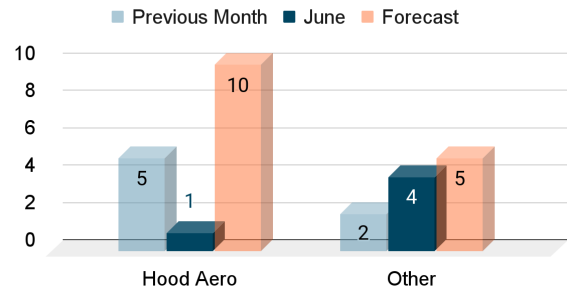
Only 1 night R&D flight was flown in June. No large night events scheduled for July. Fire season has kicked off which may result in imaging flights throughout the rest of the summer.



Flight Training: Hood Aero conducted 1 training event in June with an anticipated increase in July. Local CFI's, not affiliated with the FBO, reported conducting 4

training events in June.

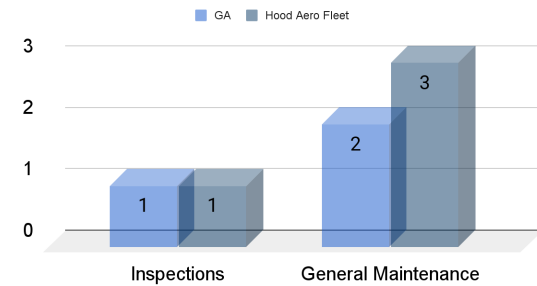
Flight Training Events



Maintenance Activity:

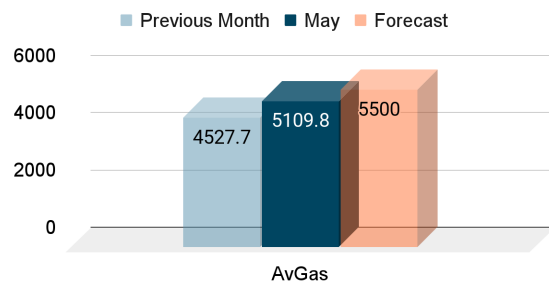
Still working to gain more activity in the maintenance department. Holding a BBQ event in July for local pilots.

Maintenance Events



Fuel Sales: Fuel sales were above what was projected for June. This did not match with an increase in flight operations. July should show a continued increase in fuel sales. Fuel prices have been gradually increasing.

Fuel Sales (Gallons)



Fuel Flowage Fees:

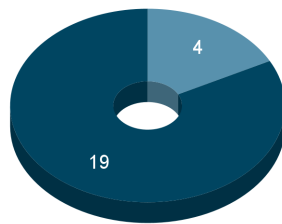
Awaiting the delivery and installation of QT Pod.

Tie Down Activity:

- 23 total spots.
- 83% utilization for April averaged.
- \$140.00 collected in May.

Tie Down Utilization

- Available Tie Downs
- Rented Tie Downs Long Term



Noise Feedback:

One noise complaint taken for aircraft orbiting overhead.

Pilot Feedback:

No pilot feedback was supplied to the FBO in May.

Airport Surfaces:

	Condition	Notes.
Rwy 7/25		
Grass Strip		
N. Ramp		
S. Ramp		
S. Gravel		
Taxiways		

Facilities:

	Condition	Notes.
N. Hangars		
S. Hangars		
FBO		
MX Hangar		
Ops Hangar		
Collins Hangar		
Blue Hangar		

Lighting:

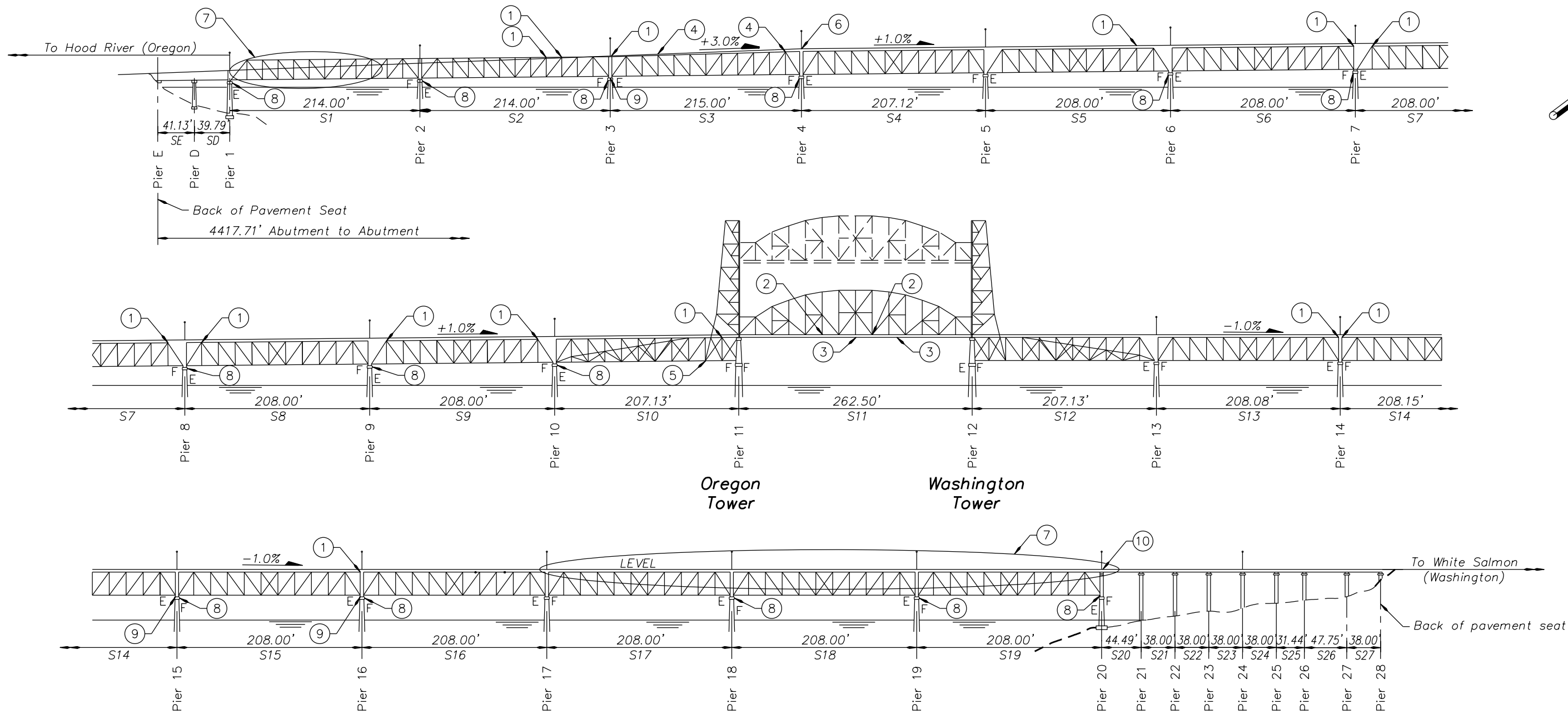
- No issues noted with airport

Other:

- No other issues noted.

Description/Project	Task	Start	Due Date	Status	
Miscellaneous Truss Repairs/ Staff: Ryan & Kevin; PM: Mark Libby; Contractor: Abhe & Svoboda	RFP Issued	4/20/2023	5/11/2023	Complete	
	Pre-proposal Meeting	NA	NA		
	Protest Period	5/18/2023	5/25/2023	Complete	
	Contract Approval	5/30/2023	6/5/2023	Complete	
	Contract Start/Notice to Proceed			Complete	
	Pre-construction meeting	6/19/2023	6/19/2023	Scheduled	
	Submittals	Schedule	6/9/2023	6/12/2023	6/20 start date
		Debris Removal	6/23/2023	6/30/2023	completed by 6/26
		Steel Repairs	6/23/2023	7/7/2023	completed by 6/30
		Clean & Seal	6/23/2023	6/30/2023	completed by by 6/26
Header Repair	6/25/2023	6/27/2023	completed by 6/26		
All work successfully completed by 6/30. One guardrail post connection repair in Span 11 could not be located and the per each fee for that item was deducted.					

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BRIDGE ELEVATION

Scale: NTS
 (East side of bridge shown, looking west)
 (West side similar except as noted)

Legend	
S1	- Denotes span number
NTS	- Denotes "Not to Scale"
E	- Denotes expansion bearing
F	- Denotes fixed bearing

Work Items:

- ① - Stringer to floorbeam connection, see Sheet 3. (15 locations)
- ② - Substringer to stringer connection, see Sheet 3. (2 locations)
- ③ - Guardrail post to stringer connection, see Sheet 3. (2 locations)
- ④ - Floorbeam knee brace repair, see Sheet 4. (2 locations)
- ⑤ - Truss chord repair, see Sheet 4. (1 location)
- ⑥ - Replace, tighten light pole bolts, see Sheet 5. (1 location)
- ⑦ - Debris removal, see Sheet 5.
- ⑧ - Clean and seal cracks, see Sheet 7. (14 locations)
- ⑨ - Rocker bearing modifications, see Sheet 6. (5 locations)
- ⑩ - Joint header repair, see Sheet 6. (1 location)

Representative photos of highlighted repairs on next page

	DRAFTER: E. Gahan DESIGNER: M. Libby CHECKER: S. Timilsina REVIEWER: M. Mitchell				STRUCTURE NO. 06645	HOOD RIVER INTERSTATE BRIDGE MISCELLANEOUS TRUSS REPAIRS HOOD RIVER-WHITE SALMON HIGHWAY HOOD RIVER, OR & KLICKITAT, WA COUNTIES	SHEET 2 OF 7	
	ACCOMPANIED BY DWGS.				DATE March 2023		CALC. BOOK	DRAWING NO. 110210
	GENERAL ELEVATION							

STRINGER TO FLOOR BEAM CONNECTION REPAIRS



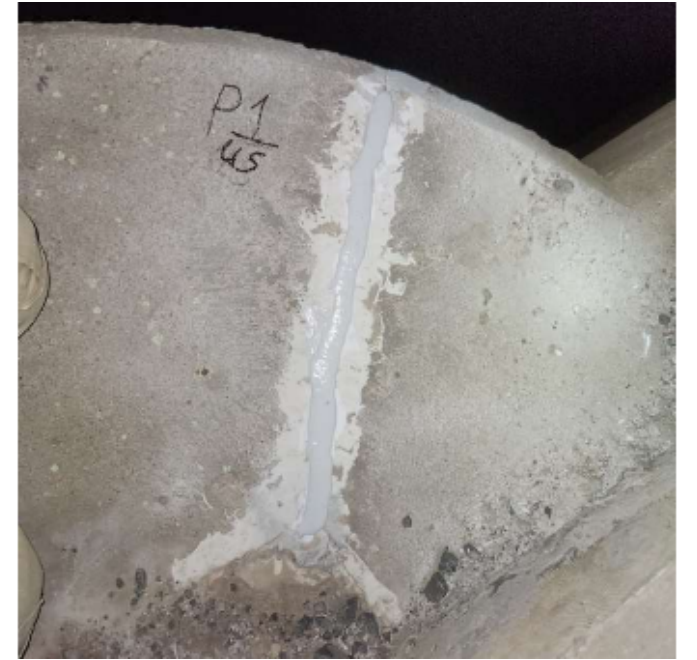
STRINGER TO SUB-STRINGER REPAIR #2



ROCKER BEARING MODIFICATIONS- REPAIR #6



PIER CRACK SEALING REPAIRS:



FLOORBEAM KNEE BRACE REPAIR- REPAIR #4



JOINT HEADER REPAIR



Commission Memo



Prepared by: Greg Hagbery
Date: July 11, 2023
Re: E. Anchor Way, N. 1st Street Architecture & Engineering

During the November 15, 2023 planning meeting, the Commission directed staff to move forward with developing a Request for Proposal (RFP) for design and engineering services for the East Anchor Way, North 1st Street and Utilities Project Design & Engineering project. On January 24, 2023, the Commission reviewed the RFP and approved issuance. The RFP was then issued on February 13, 2023 with a closing date of March 29, 2023.

A single proposal was received, from engineering firm KPFF Inc., and Port staff reviewed and ranked it according to the evaluation criteria. Out of the 115* total points (*no interview with KPFF was deemed necessary, therefore 50 additional points were not available), the average overall score was 109 points.

This project seeks to utilize a \$500,000 Immediate Opportunity Fund (IOF) Grant through the Oregon Department of Transportation and a State of Oregon ARPA grant for \$500,000 for funding. KPFF's initial proposal for East Anchor Way and North First Streets Utility Design & Engineering services is \$435,345.19.

Additionally, Port staff consulted with ARUP to conduct an Independent Cost Estimate (ICE) which provided favorable results regarding the competitiveness of the KPFF cost estimate.

During negotiations staff proposed an increased scope of work to include additional needed site evaluation and research. Further analysis of circulation deficiencies at the N. 2nd Street and Riverside Drive intersection, increased coordination with ODOT, and the development of a Basis of Design which will define all code requirements, establish overall design intent, and confirm what is required to facilitate future development on parcels E. Anchor Way and N. 1st Streets.

After including the additional scope items the total estimated fees and expenses for the project is \$484,428.98. A complete list of scope items is included in the attached draft Personal Services Contract.

RECOMMENDATION: Approve Personal Services Contract with KPFF Inc. for the East Anchor Way, North 1st Street and Utilities Project Design & Engineering project, not to exceed \$484,428.98, subject to final legal review.

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PERSONAL SERVICES CONTRACT

This Agreement is between the Port of Hood River, an Oregon Municipal Corporation, (hereinafter referred to as "**Port**"), and **KPFF Inc**, (hereinafter referred to as "**Consultant**").

In consideration of the mutual covenants set forth in this Agreement, Port authorizes Consultant and Consultant agrees to carry out and complete services as described below:

1. **PROJECT:** Work shall be performed by Consultant in connection with a project generally described as: **East Anchor Way, North 1st Street and Utilities Project Design & Engineering.**
2. **SCOPE OF SERVICES:** The Consultant shall be responsible for the performance of all services as set forth in the scope of services attached hereto and incorporated herein as **Exhibit 'A'** (the "Services") and to the extent described in this Agreement and shall perform Services using the degree of skill and knowledge customarily employed by professionals performing similar services in the community. The Consultant shall be responsible for providing, at the Consultant's cost and expense, all management, supervision, materials, administrative support, supplies, and equipment necessary to perform the Services as described herein, all in accordance with this Agreement.
3. **TERM OF AGREEMENT:** The term of this Agreement shall begin on the date this contract is fully executed and shall terminate on August 26, 2025 or when the Services have been completely performed to the Port's satisfaction, whichever first occurs, or otherwise by mutual written agreement of the parties or by the exercise of the termination provisions specified herein.
4. **ADDITIONAL SERVICES:** The Port may request that the Consultant provide the Port with certain services not identified in Exhibit A ("Additional Services"). Additional Services shall not be performed by the Consultant unless written approval is received from the Port. Upon receipt of the written request, the Port and the Consultant shall negotiate the scope of the relevant Additional Services and price, which shall be subject to the mutual written agreement of the Consultant and the Port. If the Consultant performs any Additional Services prior to or without receiving a written request from the Port, the Consultant shall not be entitled to any compensation for such Additional Services. Authorization shall be issued by individual work orders or by amendment to this contract that is signed by the Executive Director of the Port.
5. **TIME OF THE ESSENCE:** The Services of the Consultant shall be undertaken and completed in such a manner and in such a sequence as to assure their expeditious completion in light of the purpose of this Agreement. It is agreed that time is of the essence in the performance.
6. **COMPENSATION:** The Port shall pay fees to the Consultant for Services performed under the terms of this Agreement an amount not to exceed **\$ 484,428.00** ("Compensation"), unless otherwise approved by the Port. The Port will also reimburse Consultant for reasonable direct expenses incurred by the Consultant ("Reimbursable Expenses"). Consultant will obtain written approval from Port prior to expenditure of any individual Reimbursable expense that exceeds \$500.00. Consultant will not exceed \$2,500.00 in total Reimbursable Expenses without Port approval.

Consultant shall submit monthly invoices computed on the basis of the percentage of work completed and detailing the services provided to date. Invoices shall include a detailed description of work performed and include evidence of any reimbursable expenses in a form acceptable to the

Port. Port shall make payments in a timely manner, within twenty-five (25) days of receipt of invoice. Invoices received from the Consultant pursuant to this Agreement will be reviewed and approved by the Port prior to payment.

If Port does not pay within twenty-five (25) days of receipt of invoice acceptable to Port, the invoice shall incur a service charge of 1.5% per month on the unpaid monthly balance. Consultant reserves the right to withhold services or cancel this Agreement if Port's account is more than sixty (60) days delinquent.

7. **STATUS OF CONSULTANT AND RELATIONSHIP TO PORT:** The Consultant is an independent contractor, and nothing contained herein shall be construed as constituting any relationship with the Port other than that as owner and independent contractor, nor shall it be construed as creating any relationship whatsoever between the Port and any of the Consultant's employees. Neither the Consultant nor any of the Consultant's employees are nor shall they be deemed employees of the Port. The Consultant is not and shall not act as an agent of the Port. All employees who assist the Consultant in the performance of the Services shall at all times be under the Consultant's exclusive direction and control. The Consultant shall pay all wages, salaries and other amounts due the Consultant's employees in connection with the performance of the Services and shall be responsible for all reports and obligations respecting such employees, including without limitation social security tax, income tax withholding, unemployment compensation, worker's compensation, employee benefits and similar matters. Further, the Consultant has sole authority and responsibility to employ, discharge and otherwise control the Consultant's employees. The Consultant has sole authority and responsibility as principal for the Consultant's agents, employees, sub-consultants and all others the Consultant hires to perform or assist in performing the Services. The Port's only interest is in the results to be achieved.

8. **REPRESENTATIONS:** The Consultant represents and covenants that:
 - a. The Consultant has the required authority, ability, skills and capacity to, and shall, perform the services in a manner consistent with this Agreement. Further, any employees and sub-consultants of the Consultant employed in performing the Services shall have the skill, experience and licenses required to perform the Services assigned to them. All Work Product of Consultant required to be stamped shall be stamped by the appropriately licensed professional.
 - b. To the extent the Consultant deems necessary, in accordance with prudent practices, the Consultant has inspected the sites and all of the surrounding locations whereupon the Consultant may be called to perform the Consultant's obligations under this Agreement and is familiar with requirements of the Services and accepts them for such performance.
 - c. The Consultant has knowledge of all of the legal requirements and business practices in the State of Oregon that must be followed in performing the Services and the Services shall be performed in conformity with such requirements and practices.
 - d. The Consultant is validly organized and exists in good standing under the laws of the State of Oregon and has all the requisite powers to carry on the Consultant's business as now conducted or proposed to be conducted and the Consultant is duly qualified, registered or licensed to do business in good standing in the State of Oregon.

- e. The execution, delivery and performance of this Agreement and the consummation of the transactions contemplated hereby have been duly authorized by all necessary action and do not and will not (a) require any further consent or approval of the board of directors or any shareholders of the Consultant or any other person which has not been obtained or (b) result in a breach of default under the certificate of incorporation or by-laws of the Consultant or any indenture or loan or credit agreement or other material agreement or instrument to which the Consultant is a party or by which the Consultant's properties and assets may be bound or affected. All such consents and approvals are in full force and effect.

9. CONSULTANT'S INSURANCE:

Consultant shall keep and maintain the following insurance for the duration of the contract period:

- a. Commercial General Liability insurance on an occurrence basis with a limit of not less than \$1,000,000 each occurrence for bodily injury and property damage and \$2,000,000 general aggregate. The Liability Insurance coverage shall provide contractual liability. The coverage shall name the Port of Hood River and each of its Commissioners, officers, agents, and employees as Additional Insured with respect to Contract.
- b. Automobile Liability insurance with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage, including coverage for owned, hired, or non-owned vehicles, as applicable.
- c. Professional Liability insurance with a \$1,000,000 per claim and \$1,000,000 in the aggregate for malpractice or errors and omissions coverage against liability for personal injury, death or damage of property, including loss of use thereof, arising from the firm's negligent acts, errors or omissions related to this Contract.
- d. Prior to commencing any work under this Agreement, the Consultant shall provide the Port with a certificate or certificates evidencing the insurance required by this section, as well as the amounts of coverage for the respective types of coverage. If the Consultant sub-contracts any portion(s) of the Services, said sub-consultant(s) shall be required to furnish certificates evidencing statutory worker's compensation insurance, comprehensive general liability insurance and professional liability insurance coverage in amounts satisfactory to the Port and the Consultant. If the coverage under this paragraph expires during the term of this Agreement, the Consultant shall provide replacement certificate(s) evidencing the continuation of required policies.
- e. Workers' Compensation insurance in compliance with ORS 656.017, which requires subject employers to provide Oregon workers' compensation coverage for all their subject workers. (Required of contractors with one or more employees, unless exempt under ORS 656.027.)

As evidence of the insurance coverage required by this Contract, the Contractor shall furnish acceptable insurance certificates to the Port at the time Contractor returns the signed Contract. The Commercial General Liability certificate shall provide that the Port, its Commissioners, officers, agents, and employees are Additional Insured but only with respect to the Contractor's services to be provided under this Contract. Endorsement CG 20 10 11 85 or its equivalent must be attached to the Certificate. The Certificate shall provide that the insurance shall not terminate

or be canceled without 30 days written notice first being given to the Port. Insuring companies or entities are subject to Port acceptance. If required, complete copies of the insurance policy shall be provided to the Port. The contractor shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

If any policy obtained by the Consultant is a claims-made policy, the following conditions shall apply: the policy shall provide the Consultant has the right to purchase, upon cancellation or termination by refusal to renew the policy, an extended reporting period of not less than two (2) years. The Consultant agrees to purchase this extended insurance coverage and to keep it in effect during the reporting period. If the policy is a claims-made policy, the retroactive date of any renewal of such policy shall be not later than the date this Agreement is signed by the parties hereto. If the Consultant purchases a subsequent claims-made policy in place of the prior policy, the retroactive date of such subsequent policy shall be no later than the date this Agreement is signed by the parties hereto.

10. **INDEMNIFICATION:** The Consultant shall indemnify, defend and hold harmless the Port, its commissioners, employees and agents, from and against any and all claims, demands, suits, actions, proceedings, judgments, losses, damages, injuries, penalties, costs, expenses (including attorney's fees) and liabilities to the extent, they are directly resulting from, or alleged to arise from, the acts of the Consultant, or any of the Consultant's sub-consultants, Consultant's suppliers and/or Consultant's employees arising in connection with the performance of this Agreement. The obligations of the indemnifications extended by the Consultant to the Port shall survive the termination or expiration of this Agreement.
11. **CONFIDENTIALITY:** During the performance of the Agreement and for all time subsequent to completion of the Services under this Agreement, the Consultant agrees not to use or disclose to anyone, except as required by the performance of this Agreement or by law, or as otherwise authorized by the Port, any and all information given to the Consultant by the Port or developed by the Consultant as a result of the performance of this Agreement. The Consultant agrees that if the Port so requests, the Consultant will execute a confidentiality agreement in a form acceptable to the Port and will require any employee or sub-consultant performing work under this Agreement or receiving any information deemed confidential by the Port to execute such a confidentiality agreement.
12. **ASSIGNMENT:** Neither party shall assign this Agreement or parts hereof or its duties hereunder, but not including work products produced by the Consultant, without the express written consent of the other party. In the event of dissolution, consolidation or termination of the Port, the parties agree that the Port may assign to a successor entity any rights, obligations and functions it may have remaining under this Agreement.
13. **SUBCONSULTANTS:**
 - a. **General.** The Consultant is solely and fully responsible to the Port for the performance of the Services under this Agreement. Use of any sub-consultant by the Consultant shall be pre-approved by the Port. The Consultant agrees that each and every agreement of the Consultant with any sub-consultants to perform Services under this Agreement shall be terminable without penalty.
 - b. **Sub-Consultant Commitments:** All of the Consultant's subcontracts in connection with the performance of the Services shall be in writing and include the following provisions:

- i. The subcontract/contract is immediately terminable without cause, and cost for such termination activities shall be determined according to the terms of this Agreement.
- ii. The sub-consultant shall carry insurance in forms and amounts satisfactory to the Port in its sole discretion, as provided by this Agreement
- iii. All warranties (express or implied) shall inure to the benefit of the Port and its successors and assigns.

The Consultant shall provide the Port with a copy of each subcontract executed with the performance of the Services within seven (7) days of each subcontract's execution.

Sub-consultants who assist the Consultant in the performance of the Services shall at all times be under the Consultant's exclusive direction and control and shall be sub-consultants of the Consultant and not consultants of the Port. The Consultant shall pay or cause each sub-consultant to pay all wages, salaries and other amounts due to the Consultant's sub-consultants in performance of the duties set forth in this Agreement and shall be responsible for any and all reports and obligations respecting such sub-consultants. All sub-consultants shall have the skill and experience and any license or permits required to perform the Services assigned to them.

14. TERMINATION NOT-FOR-CAUSE: In addition to any other rights provided herein, the Port shall have the right, at any time and in its sole discretion, to terminate, not for cause, in whole or in part, this Agreement and further performance of the Services by delivery to the Consultant of written notice of termination specifying the extent of termination and the effective date of termination.

a. Obligations of Consultant. After receipt of a notice of termination, and unless otherwise directed by the Port, the Consultant shall immediately proceed as follows:

- i. Stop work on the Services as specified in the notice of termination;
- ii. Terminate all agreements with sub-consultants to the extent they relate to the Services terminated;
- iii. Submit to the Port detailed information relating to each and every sub-consultant of the Consultant under this Agreement. This information will include sufficient detail so the Port can immediately contact each such sub-consultant to determine the role or function of each in regard to the performance of the Services and if the Port so elects, the Port may engage any sub-consultant for substantially the same terms as have been contracted by the Consultant;
- iv. Complete performance in accordance with this Agreement of all of the services not terminated; and
- v. Take any action that may be necessary, or that the Port may direct, for the protection and preservation of the property related to this Agreement that is in the possession of the Consultant and in which the Port has or may acquire an interest.

b. Termination Settlement. After termination, the Consultant shall submit a final termination settlement proposal to the Port in a form and with a certification prescribed by the Port. The Consultant shall submit the proposal promptly, but no later than thirty (30) days from the effective date of termination, unless extended in writing by the Port upon written request by the Consultant within such thirty-day period. If the Consultant fails to submit the proposal within the time allowed the Port's payment obligations under this Agreement shall be deemed satisfied and no further payment by the Port to the Consultant shall be made.

- c. Payment Upon Termination. As a result of termination without cause the Port shall pay the Consultant in accordance with the terms of this Agreement for the Services performed up to the termination and unpaid at termination.
- d. Port's Claims and Costs Deductible Upon Termination. In arriving at the amount due the Consultant under this paragraph there shall be deducted any claim which the Port has against the Consultant under this Agreement.
- e. Partial Termination. If the termination is partial the Port shall make an appropriate adjustment of the price of the Services not terminated. Any request by the Consultant for further adjustment of prices shall be submitted in writing within thirty (30) days from the effective date of notice of partial termination or shall be deemed forever waived.

15. **FORCE MAJEURE:** Neither party to this Agreement shall be liable to the other party for delays in or failure to perform services caused by circumstances beyond its reasonable control, including but not limited to acts of God, acts of governmental authorities, strikes, riots, civil unrest, war, lockouts extraordinary weather conditions or other natural catastrophe, or any other cause beyond the reasonable contemplation of either party. For delays resulting from unanticipated material actions or inactions of Port or third parties, Consultant shall be given an appropriate time extension and shall be compensated for all costs of labor, equipment, and other direct costs Consultant reasonably and necessarily incurs. Delays of more than ninety (90) calendar days shall, at the option of either party, make this contract subject to termination.

16. **RECORD KEEPING:** The Consultant shall maintain all records and documents relating to Services performed under this Agreement for three (3) years after the termination or expiration of this Agreement. This includes all books and other evidence bearing on the Consultants time based and reimbursable costs and expenses under this Agreement. The Consultant shall make these records and documents available to the Port, at the Port's office, at all reasonable times, without any charge. If accepted by the Port, photographs, microphotographs or other authentic reproductions may be maintained instead of original records and documents.

17. **WORK PRODUCT:** All work product of the Consultant prepared pursuant to this Agreement, including but not limited to, all maps, plans, drawings, specifications, reports, electronic files and other documents, in whatever form, shall upon payment of all amounts rightfully owed by the Port to the Consultant herein remain the property of the Port under all circumstances, whether or not the services are complete. When requested by the Port, all work products shall be delivered to the Port in PDF or full-size, hard copy form. Work products shall be provided to the Port at the time of completion of any of the discrete tasks specified in the Services. Consultant shall maintain copies on file of any such work product involved in the Services for three (3) years, shall make them available for the Port's use, and shall provide such copies to the Port upon request at commercial printing or reproduction rates.

Subject to the provisions of the Oregon Public Records Law (the "Law"), all construction documents, including, but not limited to, electronic documents prepared under this Agreement are for use only with this project, and may not be used for any other construction related purpose, or dissemination to any contractor or construction related entity without written approval of the Consultant.

18. **CONSULTANT TRADE SECRETS AND OPEN RECORDS REQUESTS:**

- a. Public Records. The Consultant acknowledges and agrees that all documents in the Port's possession, including documents submitted by the Consultant, are subject to the provisions of the Law, and the Consultant acknowledges that the Port shall abide by the Law, including honoring all proper public records requests. The Consultant shall be responsible for all Consultants' costs incurred in connection with any legal determination regarding the Law, including any determination made by a court pursuant to the Law. The Consultant is advised to contact legal counsel concerning such acts in application of the Law to the Consultant.
- b. Confidential or Proprietary Materials. If the Consultant deems any document(s) which the Consultant submits to the Port to be confidential, proprietary or otherwise protected from disclosure under the Law, then the Consultant shall appropriately label such document(s), and submit such document(s) to the Port together with a written statement describing the material which is requested to remain protected from disclosure and the justification for such request. The request will either be approved or denied by the Port in the Port's discretion. The Port will make a good faith effort to accommodate a reasonable confidentiality request if in the Port's opinion the Port determines the request complies with the Law.
- c. Stakeholder. In the event of litigation concerning disclosure of any document(s) submitted by consultant to the Port, the Port's sole involvement will be as stakeholder retaining the document(s) until otherwise ordered by the court and the Consultant shall be fully responsible for otherwise prosecuting or defending any actions concerning the document(s) at its sole expense and risk.

19. **DESIGNATION OF REPRESENTATIVES AND KEY PERSONNEL:** The Port hereby designates Kevin Greenwood, Executive Director and the Consultant hereby designates Curtis Vanderzanden, Principal as the persons who are authorized to represent the parties with regard to administration of this Agreement, subject to limitations, which may be agreed to by the parties. In consultation with the Port, the Consultant shall identify the Key Personnel acceptable to the Port who will provide the Services under this Agreement. None of these individuals may be changed, while still in the employ of the Consultant and not on legally required leave, without the Port's prior written consent, which consent shall not be unreasonably withheld. Notwithstanding the foregoing, the Consultant acknowledges that the Port considers the individuals named as Key Personnel critical to the Consultant providing its Services under this Agreement, and the Port will not pay the cost of any individual providing the Services contemplated by the Key Personnel on behalf of Consultant unless such individuals have been approved by the Port in writing.

20. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the parties hereto relating to the Services and sets forth the rights, duties, and obligations of each party to the other as of this date. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. This Agreement may not be amended except by a writing executed by both the Consultant and the Port and approved by the Port Commission.

21. **INTERPRETATION:** In this Agreement the singular includes the plural, and the plural includes the singular; statutes or regulations are to be construed as including all statutory or regulatory provisions consolidating, amending or replacing the statute or regulation referred to; references to "writing" include printing, typing, lithography, computer software and other means of reproducing word in a tangible visible form; references to articles, sections (or subdivisions of

sections), exhibits, annexes, appendices or schedules shall be construed to be in this Agreement unless otherwise indicated; references to agreements, exhibits, annexes, appendices hereto and other contractual instruments shall, unless otherwise indicated, be deemed to include all subsequent amendments and other modifications to such instruments, but only to the extent such amendments and other modifications are not prohibited by this Agreement; words not otherwise defined which have well-known technical or industry meanings, unless the context otherwise requires, are used in accordance with such recognized meanings; and references to persons include their respective permitted successors and assigns, and, in the case of governmental persons, persons succeeding to their respective functions and capacities.

22. **BINDING AGREEMENT:** This agreement shall inure to and be binding on the heirs, executors, administrators, successors, and assigners of the parties hereto.
23. **NO WAIVER:** No waiver of any provisions of this Agreement shall be deemed to constitute a waiver of any other provision of the Agreement, nor shall such waiver constitute a continuing waiver unless otherwise expressly provided herein, nor shall the waiver of any default hereunder be deemed a waiver of any subsequent default hereunder.
24. **LIMITATION ON DELEGATION:** The parties hereto acknowledge and agree that certain powers, rights and duties conferred on or held by the Port are inherently governmental in nature and may not be delegated by contract to the Consultant. Nothing in this Agreement shall be construed as an unlawful delegation of the non-delegable functions and powers of the Port, and the Consultant shall have no obligation to perform any non-delegable function.
25. **LEGAL COUNSEL:** The parties hereto agree they have full and adequate opportunity to consult with legal counsel and that each has had such counsel as it deems appropriate.
26. **OBSERVE ALL LAWS:** The Consultant shall keep fully informed regarding and materially comply with all federal, state, and local laws, ordinances and regulations and all orders and decrees of bodies or tribunals having jurisdiction or authority which may affect those engaged or employed in the performance of this Agreement.
27. **CONTROLLING LAW:** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon, and any disputes hereunder shall be tried in the courts of the State of Oregon.
28. **MEDIATION/ARBITRATION:** Excepting injunctive relief, any dispute, controversy, or claim arising out of, in connection with, or relating to, this Agreement or any breach or alleged breach of this Agreement, shall, upon request of any party involved, be submitted to mediation in Hood River County, Oregon. If a settlement cannot be reached through mediation, the parties agree that the dispute will be submitted to and settled by arbitration in Hood River County, Oregon. Such arbitration shall be in accordance with Uniform Arbitration Act (UAA) as in effect, and as hereinafter amended. Any award rendered shall be final and conclusive upon the parties, and a judgment on such award may be entered in the highest court of the forum, state or federal, having jurisdiction. The expenses of the arbitration shall be borne equally by the parties to the arbitration, provided that each party shall pay for and bear the cost of their respective own experts, evidence and counsel's fees. The parties to either mediation or arbitration recognize that mediation sessions are settlement negotiations and that settlement negotiations are inadmissible in any litigation or arbitration of their dispute, to the extent allowed by law. The parties will not subpoena or otherwise require the mediator to testify or produce records, notes,

or work product in any future proceeding beyond mediation. In addition, the parties agree that all information obtained in either the mediation or arbitration process is strictly confidential and further agree that the party not otherwise having such information available to them other than through the mediation or arbitration process shall hold all such information in confidence.

29. FURTHER ASSURANCES: Each party shall execute and deliver, at the request of the other party, any further documents or instruments, and shall perform any further acts that may be reasonably required to fully effect the transaction intended by this Agreement.

30. LIMITATION ON LIABILITY: IN NO EVENT SHALL CONSULTANT BE LIABLE FOR INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS, LOSS OF USE, OR OTHER ECONOMIC LOSS FOR EVENTS BEYOND THE CONSULTANTS CONTROL; **PROVIDED, HOWEVER, THAT THIS LIMITATION SHALL IN NO WAY DIMINISH CONSULTANT’S PROFESSIONAL LIABILITY INSURANCE COVERAGES OR DEFENSE OBLIGATIONS OTHERWISE AVAILABLE TO CONSULTANT UNDER ANY CONSULTANT PROFESSIONAL LIABILITY POLICY.**

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, this ____ day of _____, 2023.

Consultant: KPFF, Inc

Port of Hood River

Signed:

Name: Curtis Vanderzanden
Title: KPFF Principal
Date:
Address: 111 SW Fifth Ave #2600
Portland, OR 97024
Phone/Email: 503-542-3860
Curt.vanderzanden@kpff.com

Signed:

Name: Kevin Greenwood
Title: Executive Director
Date:
Address: 1000 E. Port Marina Drive,
Hood River, OR 97031
Phone/Email: (541) 386-1645
kgreenwood@portofhoodriver.com

Exhibit A

Port of Hood River Scope of Work for Design and Engineering Services for E ANCHOR WAY, N 1ST STREET & UTILITIES PROJECT

A. PROJECT BACKGROUND

The Project is focused primarily on a 9-acre, undeveloped industrial-zoned property known locally as "Lot 1," centrally located on the waterfront industrial park near downtown Hood River, Oregon. The property is adjacent to Interstate 84 at Exit 63. The project features architecture and engineering services for the construction of two new streets, all utilities, and a new public transit center hub. Lot 1 is wholly owned by the Port. For a more detailed project description see the Port of Hood River E. Anchor Way, N. First Street and Utilities Project Design and Engineering Request for Proposals.

The Port intends to construct one new 550-foot-long, 64-foot-wide road, E. Anchor Way, and relocate and reconfigure another road, North 1st Street (a 750-foot-long, 60-foot-wide road). Roadways shall be designed to conform to City of Hood River Public Works Standards for the potential future dedication of right of way and at minimum, designed to accommodate a WB-40 turning movement. All public water, sewer, stormwater, electrical, gas, and communication utility lines, will be aligned with the new streets. Additionally, the project will include constructing a new public transit hub central transfer facility with a bus pullout and shelter space. The design of the shelter structure is not considered part of this project scope.

The two new roads will connect at a three-way intersection and will provide Oregon DOT-required ingress and egress for any new development that will take place on the newly served industrial and commercial parcels of the project area. Completion of this project will achieve shovel-ready status for up to four large industrial zoned parcels on Lot 1 and several small commercial-zone parcels along the Nichols Basin Park upland edge.

Upon completion of the construction phase, the project will expand the size of the existing Nichols Basin Park and waterfront trail, creating a new festival street capability, and achieve DOT directives for traffic flow and control. The Port has completed the conceptual plans that will be available to develop full plans and specifications and complete the permitting and competitive bidding process.

Based on discussions between the Consultant and Port staff, the Port has requested that the initial scope of work be limited to reviewing available data and conducting additional analysis to validate that the proposed improvements identified above, are the right improvements for the Port, or to identify modifications to the plan that may better suit the current needs.

The following scope and fee are based on the implementation of improvements as defined in the RFP issued on February 10, 2023, titled E. Anchor Way, N. First Street and Utilities Design & Engineering.

B. PROJECT TEAM

Exhibit A

KPFF will lead the Consultant team and will provide project management and civil engineering services. KPFF will be supported by the following subconsultant firm partners for this initial phase of the work:

- **DKS** will provide traffic analysis and design services.
- **Walker Macy** will provide landscape architecture and urban design services.
- **GRI** will provide geotechnical engineering services as needed during the next phase of project development.

C. SCOPE OF WORK

The Consultant team shall provide the following scope of work during this initial phase of project development:

Task 1: Project Management and Administration

- Management, coordination, and direction of the Project Team.
- Lead bi-weekly coordination meetings with the Port to review project progress and upcoming work. This proposal assumes attendance of up to 2 consultant team members attending 30 meetings via conference call.
- Lead design and coordination meetings with project team members.
- Develop a project schedule defining key milestones and points of input from the Port.
- Prepare monthly billing invoices in a format approved by the Port.
- Monthly project status reports to identify work completed and identify ongoing and upcoming work items and issues/concerns.

Deliverables:

- Maintenance and records of coordination activities and decisions made, and copies of documentation to Port Project Manager as requested.
- Meeting agendas, notes and action items for project meetings.
- Project Schedule.
- Monthly invoices and progress status reports.

Task 2: Site Evaluation & Research

The goal of this task is to gather and evaluate previous design reports and studies and to conduct additional analysis to validate the direction for the proposed improvements and to produce a Basis of Design Report.

2.1: Site Evaluation and Research

- Gather available data such as design studies, workshops, and meeting minutes pertaining to past project decisions, direction, and design constraints relating to Lot 1.
- Compile and review available topographic survey data and mapping provided by the Port to determine if additional predesign survey work may be needed to facilitate the final design.
- One site visit including critical design team members and Port staff.
- Attend ODOT and Port coordination meetings. This proposal assumes attending up to 3 meetings via conference call.
- Evaluate available data and provide a Basis of Design Report:
 - Basis of Design Report will define code requirements, establish overall design intent, and confirm what is required to fully service the future development parcels that the roads will serve. The

Exhibit A

report will include basic design-related constraints to catalog and track project criteria and project goals. It will also include the identification of previous key project decisions and design constraints pertaining to the use and programming of Lot 1.

- The Basis of Design Report will be used as guidance for the 30%, 60%, 90% and 100% Design Construction Documents.
- Provide assistance with presenting the Basis of Design Report to the Port Commission.

Deliverables:

- Basis of Design Report.
- Supplemental exhibits as requested for presenting the Basis of Design Report to the Port Commission.

2.2: Traffic Analysis

This task includes conducting a review of relevant policies and plans, undertaking existing conditions fieldwork and inventories, analyzing system performance, identifying issues and opportunities, and preparing findings and recommendations.

2.2.1: Background Review and Research

- Obtain and review current local transportation plans and policies that are relevant to the study area, including the Hood River Transportation System Plan and the Hood River I-84 Exit 63 & Exit 64 IAMP.
- Confirm analysis periods where travel data will be collected, and performance analyzed. Initial coordination indicates analysis periods to include the summer weekday p.m. peak hour and summer Sunday p.m. peak hour, consistent with the Hood River I-84 Exit 63 & Exit 64 IAMP.
- Confirm intersections to be analyzed as part of the traffic analysis. Up to 3 intersections are assumed for this analysis, including N 2nd Street/Riverside Drive, N 2nd Street/Anchor Way, and N 2nd Street/Portway Avenue.

2.2.2: System Performance and Alternatives Analysis

Data Collection

- Collect weekday and weekend p.m. peak period turn movement traffic counts (including light vehicles, trucks, bicycles, pedestrians, and other wheeled users) at the study intersections.
- Collect a 24-hour average daily traffic count along N 2nd Street between Riverside Drive and I-84, during both an average weekday and on a weekend. The data will include light vehicles, trucks, bicycles, pedestrians, and other wheeled user volumes.
- Obtain collision data for the past five years at the study intersections and along the 2nd Street, Riverside Drive, Anchor Way, and Portway Avenue segments surrounding the study intersections.

System Inventory

- Conduct an inventory of the roadway system for motor vehicles. Inventory items include the number of travel lanes, type of intersection traffic control, posted speed limits, roadway jurisdiction, and street classification.

Exhibit A

- Conduct inventory of the system for walking and biking. Inventory items include sidewalks, pedestrian crossings, and bikeways.

Evaluate Existing Conditions

- Review system spacing and connectivity and identify key gaps for vehicle and multimodal travel.
- Review count data and summarize travel characteristics for these users. o Review available freight plans and data to identify primary needs and routes. o Create Synchro operation models of the study intersections to represent 2023 existing peak conditions for both the average weekday and weekend scenarios. The models will be used to report intersection performance (level of service, delay, volume-to-capacity ratio and 95th percentile queues for key movements) and identify existing operational deficiencies and local system needs based on agency performance standards.
- Review collision data, calculate intersection crash rates and identify top crash locations.
- Identify existing operational and safety deficiencies and system connectivity needs for all modes.

Evaluate Future Conditions

- Estimate background motor vehicle volume growth to the future horizon year, assumed to be a 20-years.
- Document planned transportation system improvements. Two roadway frameworks are assumed for future analysis, one without the Anchor Way extension between N 2nd Street and N 1st Street and one with the extension. o Update Synchro operation models of the study intersections to represent future peak conditions for both the average weekday and weekend scenarios under both roadway frameworks. The models will be used to report intersection performance (level of service, delay, volume-to-capacity ratio and 95th percentile queues for key movements) and identify future no-build operational deficiencies and local system needs based on agency performance standards.
- Identify future operational and safety deficiencies and system connectivity needs for all modes.
- Identify circulation improvement alternatives and intersection control options to address impacts.
- Document existing and future transportation conditions in Technical Memorandum #1.

2.2.3: Findings and Recommendations

- Analyze circulation improvement alternatives and intersection control options.
- Develop recommended circulation improvements and proposed intersection configurations.
- Provide planning level cost estimates for the identified improvements. o Estimate the year when the improvements would be triggered.
- Document the findings and recommendations in Technical Memorandum #2.

Deliverables:

- Technical Memorandum #1: Transportation Analysis and Alternatives.
- Technical Memorandum #2: Findings and Recommendations.

Exhibit A

Meetings:

- Up to 5 virtual check-in meetings with the project team, as requested (up to 60 minutes).
- Up to 3, 1-hour virtual technical review and coordination meetings with ODOT and/or Port staff.

Assumptions and Clarifications

- Assumes a 3-month schedule from NTP to completion of Task 2.
- Geotechnical review is not included in the Basis of Design Report and will be completed after Task 2.

Task 3: Design Engineering

This task includes geotechnical investigation and design efforts from the Basis of Design, completed in Task 2, to the Final Design. The following identifies specific items for this task.

3.1: Geotechnical Site Investigation and Design Services

- Available geotechnical data for the area and our experience indicates the site is mantled with 10- to 12-foot of sandy fill over alluvial silt and sand deposits to depths of 44- to 57-feet over dense gravel. Our approach to the geotechnical investigation is to complete field explorations to evaluate the soil and groundwater conditions in the proposed utility trench alignments and pavement areas, and complete field infiltration testing at proposed infiltration facility locations. A geotechnical report will be provided that summarizes the field testing and provides recommendations including earthwork, trench excavation and shoring, infiltration, and design pavement sections. Due to the extensive data, testing has been scaled back to provide confirmation of existing conditions and check with existing data. If the proposed testing is shown to be non-conforming with existing data, more testing may be required.

Testing:

- 1 geotechnical boring (depth 10- to 15-feet).
- 5 infiltration tests (depth 5- to 12-feet).
- 4 dynamic cone penetrometer (DCP) tests.

Deliverables

- Draft and Final Geotechnical Investigation Report.

3.2: Potholing

- Perform subsurface utility investigation through potholing for utilities as identified by the engineer and the Port at the 60% Design Review phase.
- Testing: ○ Up to 15 Potholes.

Deliverables

- Potholing information for up to 15 potholes.

Exhibit A

3.3: 30% Design (Schematic)

- Attend design and coordination meetings. This proposal assumes attendance at 2 two-hour meetings via conference call.
- Review the geotechnical report.
- Coordinate our work with design team members.
- Meet with local agencies and jurisdictions to discuss standards, existing utility systems, and submittal requirements.
- Prepare a preliminary engineer's estimate of construction cost.
- Attend a client review meeting to discuss the 30% design plans after the client review.
- Prepare 30% (schematic) design level plans and 30% design narrative.

This includes:

- Cover Sheet
- Existing Conditions Plan
- Typical Sections
- Roadway Plan and Profile Sheets
- Storm Drainage Plan and Profile Sheets
- Sewer and Water Plan Sheets
- Landscape Plans
- Lighting Plans

Deliverables

- 30% level grading plans for disturbed areas within the project limits. The grading plan will identify preliminary grades using spot elevations and grading arrows.
- 30% level utility connection and relocation plans to include storm drainage, preliminary stormwater treatment and detention facility sizes, sanitary sewer, water, and fire protection services.
- Preliminary construction cost estimate based on the 30% design level plans and narrative.

3.4: 60% Design (Detailed)

- Coordinate changes and update the Basis of Design as needed.
- Coordinate our work with design team members.
- Coordinate, resolve, and confirm major design changes with associated stakeholders.
- Prepare preliminary earthwork calculations.
- Revise engineer's estimate of construction cost based on 60% design level plans.
- Suggest possible changes to affect project savings.
- Prepare 60% design-level drawings for submittal at the completion of this phase based on the 30% design-level drawings for the project.
- Attend design and coordination meetings. This proposal assumes attendance at 2 two-hour meetings via conference call.
- Attend a client review meeting to discuss the 60% design plans after client review.

Deliverables:

Exhibit A

- 60% (Detailed) drawings at the 100% level of completion:
 - o Cover Sheet, Notes and Abbreviations
 - o Existing Conditions (These plans are a copy of the boundary and topographic survey identifying property lines, easements, right-of-way lines, information added to the base file from as-builts, and improvements made to previous phases of work.)
 - o Demolition Plan
 - o Horizontal Control Plan Roadway Plan & Profile Grading Details
 - o Storm Drainage Plan
 - o Utility Relocation Plans
 - o Striping & Signage Plans Landscape Plans
 - o Erosion Control Plans
 - o Detail Sheets
- Outline for the Special Provisions to the City standard specifications.
- Draft Stormwater Drainage Report for review by the Port and City as described in Task 4.
- Engineer's estimate of construction cost based on the 60% design level plans.

3.5: 90% Design

- Coordinate changes and update the Basis of Design as needed.
- Attend design and coordination meetings. This proposal assumes attendance at 2 two-hour meetings via conference call.
- Suggest possible design changes to affect project savings.
- Provide final earthwork calculations.
- Revise the engineer's estimate of construction cost based on the 90% design level plans.
- Prepare Construction Documents to include the following:
 - o Cover Sheet, Notes and Abbreviations
 - o Existing Conditions
 - o Demolition Plan: Includes demolition of site features outside the building such as utilities and surface improvements.
 - o Horizontal Control
 - o Roadway Plan and Profile: Includes the design on 1st Street and Anchor Way as identified in the project limits.
 - o Stormwater Drainage Plan: Includes the design of stormwater quality and stormwater detention structure(s) as detailed in the Design Development drawings and the RFP.
 - o Utility Relocation Plans: Includes the redesign of water and sewer within the roadway as well as the design of water, fire protection, sanitary sewer, and storm drainage line stubs to the property line. Also includes the location coordination of other site utilities, such as gas, electric, and communication lines designed by private utility companies.
 - o Striping and Signage Plans
 - o Landscape Plans

Exhibit A

- Lighting Plans
- Erosion Control Plan: Includes the design of plans, details, and construction notes, as required by the Port and City
- Detail Sheets

Deliverables

- Construction document drawings at the 90% level of completion.
- Draft Special Provisions.
- Stormwater Drainage Report for review and approval by the Port and City.
- Additional project specific calculations and reports.
- Final earthwork calculations.
- Construction cost estimate based on the 90% design level plans.

3.6: 100% Construction Documents (Issue for Construction)

- Coordinate changes and update the Basis of Design as needed.
- Attend design and coordination meetings. This proposal assumes attendance at 2 two-hour meetings via conference call.
- Suggest possible design changes to affect project savings.
- Provide final earthwork calculations.
- Revise construction cost estimate.
- Prepare Construction Documents to include the following:
 - Cover Sheet, Notes and Abbreviations
 - Existing Conditions
 - Demolition Plan
 - Horizontal Control
 - Roadway Plan and Profile
 - Stormwater Drainage Plan
 - Utility Relocation Plans
 - Striping and Signage Plans
 - Landscape Plans
 - Lighting Plans
 - Erosion Control Plan
 - Detail Sheets

Deliverables:

- Construction document drawings at the 100% level of completion for the civil portion of the work.
- Final Special Provisions.
- Final bid item descriptions.

Exhibit A

- Final Stormwater Drainage Report for review and approval by the Port and City as described in Task 4.
- Bid schedule.
- Additional project specific calculations and reports.
- Final earthwork calculations.
- Construction cost estimate based on the final design plans.

3.6: Utility Coordination

- Initiate formal notification process and coordinate location of these proposed franchise utilities: PacifiCorp (power), Century Link (telecom), and NW Natural (gas).

3.7: Geotechnical Design Services

- Review plans as needed during 30%, 60%, 90%, and Final Design. Coordinate design and recommendations as needed.

Task 4: Stormwater Analysis

As defined in the RFP, the project is to be designed with infrastructure to manage roadway runoff onsite for up to the 100 Year modeled storm event. The current design incorporates both above-grade and below-grade infiltration facilities. The design is assumed to regulate runoff release rates and maintain the existing storm outfall to Nichols Basin and should not trigger review by the Army Corps of Engineers or Oregon Department of State Lands.

- Provide a hydrologic Model of LOT 1 and contributing areas that will affect the proposed system.
- Provide design of the above-ground facilities and below-ground tanks.

Deliverables:

- 60% Design Draft Drainage Report
- Final Design Drainage Report

Task 5: Permitting

5.1 – City of Hood River Permitting

- Respond to Port and City questions and comments for the design-related items pursuant to obtaining a permit. Project permits include:
 - Construction Site Permit / Right of Way Permit – City of Hood River
 - Right of Way Permit – ODOT (See Task 5.2)
 - Grading Permit – DEQ
- Act as liaison between the project team and the Oregon Department of Environmental Quality (DEQ) in order to obtain a DEQ 1200-C Permit for NPDES Stormwater Discharge during construction. Compile and submit the 1200-C permit application.

5.2 - ODOT ROW

- Respond to ODOT questions and comments for the design-related items pursuant to obtaining a permit.

Exhibit A

- Road Improvement Review
- Traffic Control Plan Review (Special Provisions Only)

Task 6: Bidding or Negotiation

- Help the Port with Electronic Invitation to Bid documents to be sent out for bidding.
- Attend pre-bid conference.
- Answer Contractor questions for civil-related items of work during the bidding phase, as coordinated by the Port. (*Assume 6 hours maximum.*)
- Assist in evaluating bidder qualifications for project-specific design elements. I.E. Inclusion of underground stormwater storage.
- Provide up to 2 addenda relating to the civil portion of the plans and specifications.

Task 7: Construction Administration

- Attend pre-construction conference.
- Provide up to 10 site visits during construction. We assume that KPFF will be notified of the construction schedule and progress to establish site visit dates. The site visits will be made at intervals appropriate to the stages of construction. One site visit will be a site punch list walk prior to substantial completion.
- Attend 10 regular site meetings led by contractor via teleconference.
- Provide interpretations and/or clarifications of the civil portions of the work.
- Provide recommendations regarding claims and disputes relating to the execution or progress of civil work.
- Assist in determining if non-conforming civil work shall be rejected.
- Review specified shop drawings or product submittals for the civil portions of the work.
- Assist in preparing change orders relating to the civil work.
- Prepare record drawings from a clean set of contractor-provided red line markups of the approved Final Design Drawings, issued for construction.
- Support the Port with the final project closeout.

Assumptions & Clarifications

- Scope of work and fees are based on a 26-month schedule for project completion. If the project is delayed beyond 26 months, an adjustment to associated fees shall be negotiated. -
- Task 2 and portions of Task 1 will be completed prior to starting Task 3. If project limits, design understanding, or design requirements outside of what was identified in this scope and the RFP, Tasks 1 and 3-7 scope and fee will be updated to match the direction the Port chooses.
- All permit fees and agency charges will be paid by others.
- Major design changes and coordination will have been addressed and all comments will have been provided to the design team by the Port and other stakeholders by the start of 90% design.

Exhibit A

- ODOT review will primarily focus on improvements at the intersection of Riverside Road and N 1st Street within ODOT right of way and the potential traffic impacts to the nearby I-84 interchange during construction.
- A signed and sealed boundary and topographic survey will be provided by the Owner.
- At a minimum, the boundary survey shall reflect established and/or retraced property lines, right-of-way lines, and easements in accordance with boundary law principles. The boundary survey shall reference information utilized in the retracement including found monuments, survey control points (with x,y,z values), and the source for easements shown.
- At a minimum, the topographic survey should be based on an actual field survey performed on the ground and include all existing surface features, a DTM surface with 1-foot contour intervals, utility line locations/sizes/materials/invert elevations (field observed and measured), trees (6-inches and larger diameter at breast height). The survey shall be in AutoCAD format and include all collected data points.
- Floodplain, wetland, or environmental work is not included in this proposal. Remediation for contaminated soil, if required, will be done by others.
- Necessary testing and inspections during construction will be provided by others.
- All value engineering efforts are completed and resolved prior to the commencement of the 90% construction document phase.
- A post-construction survey of as-built conditions is not included in this proposal.
- Stormwater management will not trigger review by the Army Corps of Engineers or Oregon Department of State Lands.
- City of Hood River standards and specifications will be used and special provisions will be provided by the design team.

Optional Services

Should any of these services be required for this project, a mutually agreed upon scope and fee will be negotiated at such a time.

- Preparation of special studies (i.e., water system modeling, storm drain system modeling outside our scope of work, detailed downstream analysis, traffic impact analysis, etc.).
- Multiple reviews and coordination of third-party surveys.
- Supplemental surveying services necessary for completeness.
- Design of incidental site structures (i.e., stairs, fences and gates, structural retaining walls greater than 4-feet, railings, bridges, etc.).
- Excavation shoring.
- Additional Construction Administration services beyond those identified in Task 6 and 7, such as attendance at weekly construction meetings are not included.
- Services related to future facilities and improvements.
- Design of water capture/reuse systems, pump stations, sump pumps, or force mains for sanitary sewer or storm drainage systems if required.
- Assistance in determining System Development Charges (SDCs) and utility connection fees.

Exhibit A

- Participation in the public information or planning process (including attending City Council meetings, public hearings, hearing examiner meetings, public open houses and local association meetings) unless otherwise specifically identified in this scope of work
- Preparation of phased or multiple-packaged construction documents.
- Design of systems to comply with or obtain LEED certification, including preparation of LEED documentation and addressing review comments from the USGBC.
- Redesign of civil items following completion of the construction document phase (or early site package phase) as a result of site and building plan changes or unforeseen existing conditions.

Exhibit A

Anticipated Schedule

It is anticipated that the following schedule will be maintained.

Task	Days	Start	End
Contract Negotiations	63	5/16/2023	7/18/2023
Project Research and Evaluation	90	7/18/2023	10/16/2023
Basis of Design	14	10/2/2023	10/16/2023
Presentation to the Port Commission	0	10/16/2023	10/16/2023
Geotechnical Investigations	91	10/16/2023	1/15/2024
30% Schematic	63	10/16/2023	12/18/2023
Review	21	12/18/2023	1/8/2024
60% Detailed	60	1/8/2024	3/8/2024
Review	21	3/8/2024	3/29/2024
90% Design	60	3/29/2024	5/28/2024
Review	14	5/28/2024	6/11/2024
100% CD	45	6/11/2024	7/26/2024
Permitting	45	5/28/2024	7/12/2024
Bidding	31	7/26/2024	8/26/2024
Construction	365	8/26/2024	8/26/2025

Proposed Fees

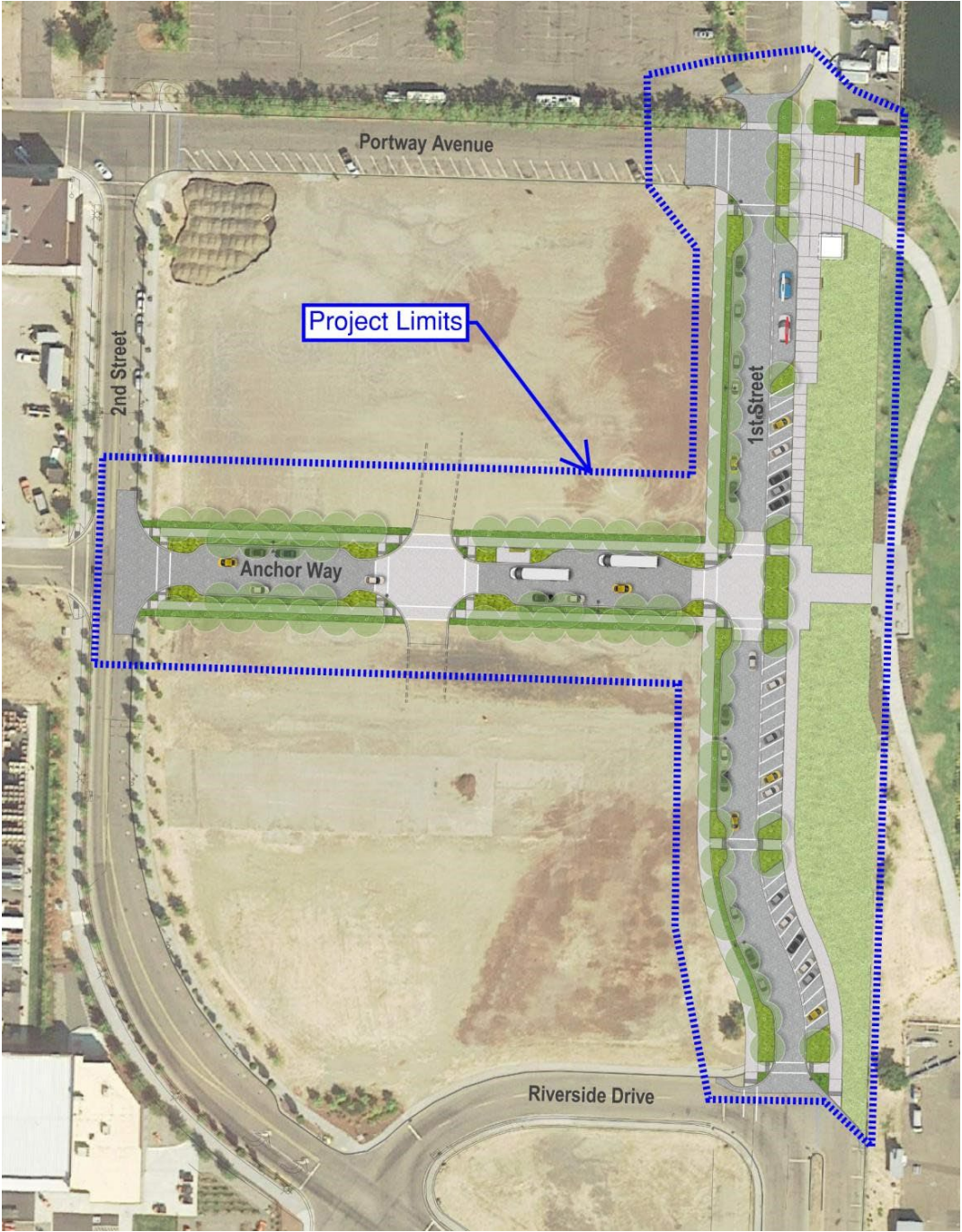
Our lump sum fee for this project is outlined below based on the attached Scope of Services and Project Limits. We will bill for our work monthly based on the percentage of our effort completed. Expenses will be billed as a part of our lump sum fee. Hourly rates are updated annually. Services on hourly contracts will be billed at the hourly rates in place at the time services are provided. Subconsultant invoices will be marked up by 5%.

Site Improvements	
Task 1: Project Management	\$48,020
Task 2: Site Evaluation and Data Collection	54,955
Task 3: Design Engineering	260,585
Task 4: Stormwater Analysis	9,450
Task 5: Permitting	20,775
Task 6: Bidding or Negotiation	17,885
Task 7: Construction Administration	63,948
5% Markup on Subs	8,810
Total Lump Sum Fee Including Reimbursables	\$484,428

Exhibit A

Should additional services, including site visits, beyond those noted in the above Scope of Services become necessary, the scope and fee will be negotiated as part of an Additional Service Request (ASR).

Project Limits



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Exhibit A

Fee Estimate for
Design and Engineering Services for E. Anchor Way, N. 1st Street and Utilities Project
Port of Hood River

Project Tasks		KPFF				Walker Macy				DKS				GRI				Team Totals			
No	Description	Subtotals				Subtotals				Subtotals				Subtotals				Subtotals			
		Hours	Labor Amount	Expenses	Firm Subtotal	Hours	Labor Amount	Expenses	Firm Subtotal	Hours	Labor Amount	Expenses	Firm Subtotal	Hours	Labor Amount	Expenses	Firm Subtotal	Hours	Labor Amount	Expenses	Subtotal
1	Project Management (# months)	221	\$ 37,500.08	\$ 100.00	\$ 37,600.08	31	\$ 4,340.00	\$ 100.00	\$ 4,440.00	32	\$ 5,980.00	\$ -	\$ 5,980.00	0	\$ -	\$ -	\$ -	284	\$ 47,820.08	\$ 200.00	\$ 48,020.08
1.1	Project Coordination	72	\$ 11,456.07	\$ -	\$ 11,456.07	4	\$ 440.00	\$ -	\$ 440.00	26	\$ 4,780.00	\$ -	\$ 4,780.00	0	\$ -	\$ -	\$ -	102	\$ 16,676.07	\$ -	\$ 16,676.07
1.2	Project Schedule	18	\$ 3,378.54	\$ -	\$ 3,378.54	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	18	\$ 3,378.54	\$ -	\$ 3,378.54
1.3	Meetings	131	\$ 22,665.47	\$ 100.00	\$ 22,765.47	27	\$ 3,900.00	\$ 100.00	\$ 4,000.00	6	\$ 1,200.00	\$ -	\$ 1,200.00	0	\$ -	\$ -	\$ -	164	\$ 27,765.47	\$ 200.00	\$ 27,965.47
2	Site Evaluation and Data Collection	125	\$ 22,265.18	\$ 200.00	\$ 22,465.18	89	\$ 10,090.00	\$ 100.00	\$ 10,190.00	131	\$ 22,300.00	\$ -	\$ 22,300.00	0	\$ -	\$ -	\$ -	345	\$ 54,655.18	\$ 300.00	\$ 54,955.18
2.1	Data Collection	125	\$ 22,265.18	\$ 200.00	\$ 22,465.18	89	\$ 10,090.00	\$ 100.00	\$ 10,190.00	16	\$ 2,840.00	\$ -	\$ 2,840.00	0	\$ -	\$ -	\$ -	230	\$ 35,195.18	\$ 300.00	\$ 35,495.18
2.2	Traffic Analysis	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	10	\$ 2,840.00	\$ -	\$ 2,840.00	0	\$ -	\$ -	\$ -	16	\$ 2,840.00	\$ -	\$ 2,840.00
2.2.1	Background Review and Research	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	5	\$ 1,130.00	\$ -	\$ 1,130.00	0	\$ -	\$ -	\$ -	7	\$ 1,130.00	\$ -	\$ 1,130.00
2.2.1	System Performance and Alternatives Analysis	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	2	\$ 11,290.00	\$ -	\$ 11,290.00	0	\$ -	\$ -	\$ -	68	\$ 11,290.00	\$ -	\$ 11,290.00
2.2.1	Findings and Recommendations	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	24	\$ 4,200.00	\$ -	\$ 4,200.00	0	\$ -	\$ -	\$ -	24	\$ 4,200.00	\$ -	\$ 4,200.00
3	Design Engineering	831	\$ 137,227.89	\$ 10,000.00	\$ 147,227.89	360	\$ 38,310.00	\$ -	\$ 38,310.00	202	\$ 35,570.00	\$ -	\$ 35,570.00	159	\$ 27,225.00	\$ 12,252.00	\$ 39,477.00	1552	\$ 238,332.89	\$ 22,252.00	\$ 260,584.89
3.1	Geotechnical Site Investigation	8	\$ 1,458.50	\$ -	\$ 1,458.50	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	151	\$ 25,945.00	\$ 12,252.00	\$ 38,197.00	159	\$ 27,403.50	\$ 12,252.00	\$ 39,655.50
3.2	Potholing Investigations (Up to 15 investigations)	4	\$ 664.64	\$ 10,000.00	\$ 10,664.64	0	\$ -	\$ -	\$ -	4	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	4	\$ 664.64	\$ 10,000.00	\$ 10,664.64
3.3	30% Design	127	\$ 21,887.50	\$ -	\$ 21,887.50	70	\$ 7,940.00	\$ -	\$ 7,940.00	40	\$ 7,010.00	\$ -	\$ 7,010.00	0	\$ -	\$ -	\$ -	237	\$ 36,837.50	\$ -	\$ 36,837.50
3.4	60% Design	264	\$ 42,770.73	\$ -	\$ 42,770.73	92	\$ 9,760.00	\$ -	\$ 9,760.00	56	\$ 9,775.00	\$ -	\$ 9,775.00	0	\$ -	\$ -	\$ -	412	\$ 62,305.73	\$ -	\$ 62,305.73
3.5	90% Design	257	\$ 41,538.39	\$ -	\$ 41,538.39	116	\$ 11,990.00	\$ -	\$ 11,990.00	78	\$ 13,680.00	\$ -	\$ 13,680.00	0	\$ -	\$ -	\$ -	451	\$ 67,208.39	\$ -	\$ 67,208.39
3.6	100% Design	131	\$ 22,126.41	\$ -	\$ 22,126.41	82	\$ 8,620.00	\$ -	\$ 8,620.00	28	\$ 5,105.00	\$ -	\$ 5,105.00	0	\$ -	\$ -	\$ -	241	\$ 35,851.41	\$ -	\$ 35,851.41
3.7	Utility Coordination	40	\$ 6,781.72	\$ -	\$ 6,781.72	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	40	\$ 6,781.72	\$ -	\$ 6,781.72
3.8	Geotechnical Design Services	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	8	\$ 1,280.00	\$ -	\$ 1,280.00	8	\$ 1,280.00	\$ -	\$ 1,280.00
4	Stormwater Analysis	58	\$ 9,451.04	\$ -	\$ 9,451.04	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	58	\$ 9,451.04	\$ -	\$ 9,451.04
4.1	Hydrologic Modeling & Design	39	\$ 6,510.91	\$ -	\$ 6,510.91	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	39	\$ 6,510.91	\$ -	\$ 6,510.91
4.2	Drainage Report	19	\$ 2,940.13	\$ -	\$ 2,940.13	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	19	\$ 2,940.13	\$ -	\$ 2,940.13
5	Permitting Approvals	110	\$ 18,894.90	\$ 200.00	\$ 19,094.90	0	\$ -	\$ -	\$ -	9	\$ 1,680.00	\$ -	\$ 1,680.00	0	\$ -	\$ -	\$ -	119	\$ 20,574.90	\$ 200.00	\$ 20,774.90
5.1	City of Hood River	78	\$ 13,245.58	\$ 200.00	\$ 13,445.58	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	78	\$ 13,245.58	\$ 200.00	\$ 13,445.58
5.2	ODOT ROW	32	\$ 5,649.32	\$ -	\$ 5,649.32	0	\$ -	\$ -	\$ -	9	\$ 1,680.00	\$ -	\$ 1,680.00	0	\$ -	\$ -	\$ -	41	\$ 7,329.32	\$ -	\$ 7,329.32
6	Bidding	100	\$ 16,350.30	\$ 100.00	\$ 16,450.30	0	\$ -	\$ -	\$ -	8	\$ 1,435.00	\$ -	\$ 1,435.00	0	\$ -	\$ -	\$ -	108	\$ 17,785.30	\$ 100.00	\$ 17,885.30
6.1	Bidding	100	\$ 16,350.30	\$ 100.00	\$ 16,450.30	0	\$ -	\$ -	\$ -	8	\$ 1,435.00	\$ -	\$ 1,435.00	0	\$ -	\$ -	\$ -	108	\$ 17,785.30	\$ 100.00	\$ 17,885.30
7	Construction Administration	284	\$ 46,122.24	\$ 1,000.00	\$ 47,122.24	88	\$ 8,940.00	\$ 600.00	\$ 9,540.00	39	\$ 7,185.00	\$ 100.00	\$ 7,285.00	0	\$ -	\$ -	\$ -	411	\$ 62,247.24	\$ 1,700.00	\$ 63,947.24
7.1	Construction Administration	284	\$ 46,122.24	\$ 1,000.00	\$ 47,122.24	88	\$ 8,940.00	\$ 600.00	\$ 9,540.00	39	\$ 7,185.00	\$ 100.00	\$ 7,285.00	0	\$ -	\$ -	\$ -	411	\$ 62,247.24	\$ 1,700.00	\$ 63,947.24
	Totals	1729	\$ 287,811.63	\$ 11,600.00	\$ 299,411.63	568	\$ 61,680.00	\$ 800.00	\$ 62,480.00	421	\$ 74,150.00	\$ 100.00	\$ 74,250.00	159	\$ 27,225.00	\$ 12,252.00	\$ 39,477.00	2877	\$ 450,866.63	\$ 24,752.00	\$ 475,618.63
	Total Subconsultant Estimated Fees & Expenses: Estimated Fees & Expenses:					\$ 176,207.00															
	Subconsultant Markup:		Subconsultant Markup:		5.00%	\$ 8,810.35															
	Total Estimated Fees and Expenses: Estimated Fees and Expenses:					\$ 484,428.98															

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Exhibit A

Fee Estimate for
Design and Engineering Services for E. Anchor Way, N. 1st Street and Utilities Project
Port of Hood River

Project Tasks		KPFF										
No	Description	PIC	Sr. PM	Project Engineer	Sr. Project Engineer	Design Eng. / Designer	CAD	Proj Admin	Subtotals			
		\$ 230.77	\$ 216.93	\$ 166.16	\$ 170.77	\$ 145.00	\$ 127.39	\$ 116.94	Hours	Labor Amount	Expenses	Firm Subtotal
1	Project Management (# months)	56	0	92	14	0	0	59	221	\$ 37,500.08	\$ 100.00	\$ 37,600.08
1.1	Project Coordination	15	0	27	0	0	0	30	72	\$ 11,456.07	\$ -	\$ 11,456.07
1.2	Project Schedule	6	0	12	0	0	0	0	18	\$ 3,378.54	\$ -	\$ 3,378.54
1.3	Meetings	35	0	53	14	0	0	29	131	\$ 22,665.47	\$ 100.00	\$ 22,765.47
2	Site Evaluation and Data Collection	28	0	60	28	0	0	9	125	\$ 22,265.18	\$ 200.00	\$ 22,465.18
2.1	Data Collection	28	0	60	28	0	0	9	125	\$ 22,265.18	\$ 200.00	\$ 22,465.18
2.2	Traffic Analysis	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
2.2.1	Background Review and Research	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
2.2.1	System Performance and Alternatives Analysis	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
2.2.1	Findings and Recommendations	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
3	Design Engineering	123	44	167	128	172	164	33	831	\$ 137,227.89	\$ 10,000.00	\$ 147,227.89
3.1	Geotechnical Site Investigation	2	0	6	0	0	0	0	8	\$ 1,458.50	\$ -	\$ 1,458.50
3.2	Potholing Investigations (Up to 15 investigations)	0	0	4	0	0	0	0	4	\$ 664.64	\$ 10,000.00	\$ 10,664.64
3.3	30% Design	24	8	33	18	28	12	4	127	\$ 21,887.50	\$ -	\$ 21,887.50
3.4	60% Design	35	16	38	36	64	68	7	264	\$ 42,770.73	\$ -	\$ 42,770.73
3.5	90% Design	35	12	40	36	60	68	6	257	\$ 41,538.39	\$ -	\$ 41,538.39
3.6	100% Design	23	8	30	22	20	16	12	131	\$ 22,126.41	\$ -	\$ 22,126.41
3.7	Utility Coordination	4	0	16	16	0	0	4	40	\$ 6,781.72	\$ -	\$ 6,781.72
3.8	Geotechnical Design Services	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
4	Stormwater Analysis	2	6	26	0	20	0	4	58	\$ 9,451.04	\$ -	\$ 9,451.04
4.1	Hydrologic Modeling & Design	1	6	16	0	16	0	0	39	\$ 6,510.91	\$ -	\$ 6,510.91
4.2	Drainage Report	1	0	10	0	4	0	4	19	\$ 2,940.13	\$ -	\$ 2,940.13
5	Permitting Approvals	18	4	38	24	12	8	6	110	\$ 18,894.90	\$ 200.00	\$ 19,094.90
5.1	City of Hood River	14	4	26	8	12	8	6	78	\$ 13,245.58	\$ 200.00	\$ 13,445.58
5.2	ODOT ROW	4	0	12	16	0	0	0	32	\$ 5,649.32	\$ -	\$ 5,649.32
6	Bidding	14	0	36	12	20	8	10	100	\$ 16,350.30	\$ 100.00	\$ 16,450.30
6.1	Bidding	14	0	36	12	20	8	10	100	\$ 16,350.30	\$ 100.00	\$ 16,450.30
7	Construction Administration	36	0	112	28	52	32	24	284	\$ 46,122.24	\$ 1,000.00	\$ 47,122.24
7.1	Construction Administration	36	0	112	28	52	32	24	284	\$ 46,122.24	\$ 1,000.00	\$ 47,122.24
	Totals	277	54	531	234	276	212	145	1729	\$ 287,811.63	\$ 11,600.00	\$ 299,411.63

Exhibit A



Fee Estimate for
Design and Engineering Services for E. Anchor Way, N. 1st Street and Utilities Project
Port of Hood River

Project Tasks		Walker Macy							Subtotals			
No	Description	PIC	PM	Staff	QC	Irrigation	Position	Position	Hours	Labor Amount	Expenses	Firm Subtotal
		\$ 215.00	\$ 110.00	\$ 95.00	\$ 145.00	\$ 90.00	\$ -	\$ -				
1	Project Management (# months)	0	0	1	0	0	0	0	31	\$ 4,340.00	\$ 100.00	\$ 4,440.00
1.1	Project Coordination	0	4	0	0	0	0	0	4	\$ 440.00	\$ -	\$ 440.00
1.2	Project Schedule	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
1.3	Meetings	9	17	1	0	0	0	0	27	\$ 3,900.00	\$ 100.00	\$ 4,000.00
2	Site Evaluation and Data Collection	9	37	43	0	0	0	0	89	\$ 10,090.00	\$ 100.00	\$ 10,190.00
2.1	Data Collection	9	37	43	0	0	0	0	89	\$ 10,090.00	\$ 100.00	\$ 10,190.00
2.2	Traffic Analysis	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
2.2.1	Background Review and Research	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
2.2.1	System Performance and Alternatives Analysis	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
2.2.1	Findings and Recommendations	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
3	Design Engineering	20	96	144	14	86	0	0	360	\$ 38,310.00	\$ -	\$ 38,310.00
3.1	Geotechnical Site Investigation	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
3.2	Potholing Investigations (Up to 15 investigations)	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
3.3	30% Design	8	22	40	0	0	0	0	70	\$ 7,940.00	\$ -	\$ 7,940.00
3.4	60% Design	4	28	40	4	16	0	0	92	\$ 9,760.00	\$ -	\$ 9,760.00
3.5	90% Design	4	26	40	6	40	0	0	116	\$ 11,990.00	\$ -	\$ 11,990.00
3.6	100% Design	4	20	24	4	30	0	0	82	\$ 8,620.00	\$ -	\$ 8,620.00
3.7	Utility Coordination	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
3.8	Geotechnical Design Services	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
4	Stormwater Analysis	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
4.1	Hydrologic Modeling & Design	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
4.2	Drainage Report	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
5	Permitting Approvals	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
5.1	City of Hood River	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
5.2	ODOT ROW	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
6	Bidding	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
6.1	Bidding	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
7	Construction Administration	0	44	28	0	16	0	0	88	\$ 8,940.00	\$ 600.00	\$ 9,540.00
7.1	Construction Administration	0	44	28	0	16	0	0	88	\$ 8,940.00	\$ 600.00	\$ 9,540.00
									0	\$ -	\$ -	\$ -
	Totals	38	198	216	14	102	0	0	568	\$ 61,680.00	\$ 800.00	\$ 62,480.00

Exhibit A



Fee Estimate for
Design and Engineering Services for E. Anchor Way, N. 1st Street and Utilities Project
Port of Hood River

Project Tasks		DKS							Subtotals			
No	Description	QM/PIC	PM	Planner / Engineer	Graphics	PA	Position	Position	Hours	Labor Amount	Expenses	Firm Subtotal
		Grade 42	Grade 30	Grade 21	Tech AB	Tech Y						
		\$ 260.00	\$ 200.00	\$ 155.00	\$ 170.00	\$ 155.00	\$ -	\$ -				
1	Project Management (# months)	2	18	0	0	12	0	0	32	\$ 5,980.00	\$ -	\$ 5,980.00
1.1	Project Coordination	2	12	0	0	12	0	0	26	\$ 4,780.00	\$ -	\$ 4,780.00
1.2	Project Schedule	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
1.3	Meetings	0	6	0	0	0	0	0	6	\$ 1,200.00	\$ -	\$ 1,200.00
2	Site Evaluation and Data Collection	4	35	92	0	0	0	0	131	\$ 22,300.00	\$ -	\$ 22,300.00
2.1	Data Collection	0	8	8	0	0	0	0	16	\$ 2,840.00	\$ -	\$ 2,840.00
2.2	Traffic Analysis	0	8	8	0	0	0	0	10	\$ 2,840.00	\$ -	\$ 2,840.00
2.2.1	Background Review and Research	0	1	6	0	0	0	0	5	\$ 1,130.00	\$ -	\$ 1,130.00
2.2.1	System Performance and Alternatives Analysis	2	12	54	0	0	0	0	2	\$ 11,290.00	\$ -	\$ 11,290.00
2.2.1	Findings and Recommendations	2	6	16	0	0	0	0	24	\$ 4,200.00	\$ -	\$ 4,200.00
3	Design Engineering	10	62	91	28	11	0	0	202	\$ 35,570.00	\$ -	\$ 35,570.00
3.1	Geotechnical Site Investigation	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
3.2	Potholing Investigations (Up to 15 investigations)	0	0	0	0	0	0	0	4	\$ -	\$ -	\$ -
3.3	30% Design	2	12	20	4	2	0	0	40	\$ 7,010.00	\$ -	\$ 7,010.00
3.4	60% Design	2	17	26	8	3	0	0	56	\$ 9,775.00	\$ -	\$ 9,775.00
3.5	90% Design	4	22	36	12	4	0	0	78	\$ 13,680.00	\$ -	\$ 13,680.00
3.6	100% Design	2	11	9	4	2	0	0	28	\$ 5,105.00	\$ -	\$ 5,105.00
3.7	Utility Coordination	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
3.8	Geotechnical Design Services	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
4	Stormwater Analysis	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
4.1	Hydrologic Modeling & Design	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
4.2	Drainage Report	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
5	Permitting Approvals	1	4	4	0	0	0	0	9	\$ 1,680.00	\$ -	\$ 1,680.00
5.1	City of Hood River	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
5.2	ODOT ROW	1	4	4	0	0	0	0	9	\$ 1,680.00	\$ -	\$ 1,680.00
6	Bidding	1	2	4	0	1	0	0	8	\$ 1,435.00	\$ -	\$ 1,435.00
6.1	Bidding	1	2	4	0	1	0	0	8	\$ 1,435.00	\$ -	\$ 1,435.00
7	Construction Administration	2	20	12	2	3	0	0	39	\$ 7,185.00	\$ 100.00	\$ 7,285.00
7.1	Construction Administration	2	20	12	2	3	0	0	39	\$ 7,185.00	\$ 100.00	\$ 7,285.00
									0	\$ -	\$ -	\$ -
	Totals	20	141	203	30	27	0	0	421	\$ 74,150.00	\$ 100.00	\$ 74,250.00

Exhibit A



Fee Estimate for
Design and Engineering Services for E. Anchor Way, N. 1st Street and Utilities Project
Port of Hood River

Project Tasks		GRI								Subtotals		
No	Description	QM/PIC	Engineer	Engr/Geol Staff	CAD Operator	Technical Editor	Admin. Assistant	Project Accountant	Position	Hours	Labor Amount	Expenses
		\$ 275.00	\$ 175.00	\$ 145.00	\$ 115.00	\$ 125.00	\$ 85.00	\$ 130.00	\$ -			
1	Project Management (# months)	0	0	0	0	0	0	0	0	0	\$ -	\$ -
1.1	Project Coordination	0	0	0	0	0	0	0	0	0	\$ -	\$ -
1.2	Project Schedule	0	0	0	0	0	0	0	0	0	\$ -	\$ -
1.3	Meetings	0	0	0	0	0	0	0	0	0	\$ -	\$ -
2	Site Evaluation and Data Collection	0	0	0	0	0	0	0	0	0	\$ -	\$ -
2.1	Data Collection	0	0	0	0	0	0	0	0	0	\$ -	\$ -
2.2	Traffic Analysis	0	0	0	0	0	0	0	0	0	\$ -	\$ -
2.2.1	Background Review and Research	0	0	0	0	0	0	0	0	0	\$ -	\$ -
2.2.1	System Performance and Alternatives Analysis	0	0	0	0	0	0	0	0	0	\$ -	\$ -
2.2.1	Findings and Recommendations	0	0	0	0	0	0	0	0	0	\$ -	\$ -
3	Design Engineering	20	62	64	2	4	1	6	0	159	\$ 27,225.00	\$ 12,252.00
3.1	Geotechnical Site Investigation	20	58	60	2	4	1	6	0	151	\$ 25,945.00	\$ 12,252.00
3.2	Potholing Investigations (Up to 15 investigations)	0	0	0	0	0	0	0	0	0	\$ -	\$ -
3.3	30% Design	0	0	0	0	0	0	0	0	0	\$ -	\$ -
3.4	60% Design	0	0	0	0	0	0	0	0	0	\$ -	\$ -
3.5	90% Design	0	0	0	0	0	0	0	0	0	\$ -	\$ -
3.6	100% Design	0	0	0	0	0	0	0	0	0	\$ -	\$ -
3.7	Utility Coordination	0	0	0	0	0	0	0	0	0	\$ -	\$ -
3.8	Geotechnical Design Services	0	4	4	0	0	0	0	0	8	\$ 1,280.00	\$ -
4	Stormwater Analysis	0	0	0	0	0	0	0	0	0	\$ -	\$ -
4.1	Hydrologic Modeling & Design	0	0	0	0	0	0	0	0	0	\$ -	\$ -
4.2	Drainage Report	0	0	0	0	0	0	0	0	0	\$ -	\$ -
5	Permitting Approvals	0	0	0	0	0	0	0	0	0	\$ -	\$ -
5.1	City of Hood River	0	0	0	0	0	0	0	0	0	\$ -	\$ -
5.2	ODOT ROW	0	0	0	0	0	0	0	0	0	\$ -	\$ -
6	Bidding	0	0	0	0	0	0	0	0	0	\$ -	\$ -
6.1	Bidding	0	0	0	0	0	0	0	0	0	\$ -	\$ -
7	Construction Administration	0	0	0	0	0	0	0	0	0	\$ -	\$ -
7.1	Construction Administration	0	0	0	0	0	0	0	0	0	\$ -	\$ -
										0	\$ -	\$ -
	Totals	20	62	64	2	4	1	6	0	159	\$ 27,225.00	\$ 12,252.00



NOTICE TO PROCEED

DATE: July 11, 2023

FROM: PORT OF HOOD RIVER

TO: KPFF
c/o Curtis Vanderzanden
111 SW Fifth Ave #2600
Portland, OR 97024

RE: Design and Engineering Services for E. Anchor Way, N 1st Street & Utilities Project

You are hereby notified that the contract time under the above contract will commence to run on July 12, 2023. By this date you are able to start performing your obligations under the Contract.

If you have any questions about this notice, please contact the following:

Contract:
Kevin Greenwood, Executive Director,
kgreenwood@portofhoodriver.com,
541-386-1138

PORT OF HOOD RIVER

By: Kevin M. Greenwood,
Executive Director

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Commission Memo



Prepared by: Greg Hagbery
Date: July 11, 2023
Re: Task Order No 3 – Precision Approach Engineering
Consulting services for Fuel Tank Project

The recently completed North Apron project at the Ken Jernstedt Airfield (4S2), performed largely through FAA grant funding, also included a new Fuel Farm location, point of sale system and tank, facilitated through COAR grant funding. Purchase of the new tank from Mascott was finalized in May of 2021.

Due to significant delays from COVID related supply chain issues, the tank was not delivered to the airfield until June of 2022, well after the original project manager and Airport Engineering firm were no longer affiliated with the Port. At the time of delivery, it was discovered that the new tank's pump required 3-phase power. It is unknown why this necessary component had not been installed with the rest of the apron expansion project.

After further investigation it was also discovered that required conduit depicted on the development plans had not been installed. This required staff to procure a small contract for excavation services to install new conduit and utility vaults for a 3-phase transformer as well as communications, further delaying the completion of the project.

With these initial impediments of progress largely solved, staff has requested the assistance of Precision Approach Engineering (PAE), who is currently under a Professional Services Contract with the Port to provide engineering services for the airport, to provide consulting services to ensure that various and/or specific details pertaining to this type of project are accounted for and addressed accordingly. PAE has considerable experience with new tank installation and staff is confident the project will benefit from their expertise.

RECOMMENDATION: Approve Task Order No. 3 to the Professional Services Agreement with Precision Approach Engineering (PAE) for consulting services in support of finalizing and closing out the Fuel Tank Project at the Ken Jernstedt Airfield, not to exceed \$31,000.

**TASK ORDER NO. 3
AVGAS FUELING SYSTEM COMPLETION AND COMMISSIONING SUPPORT
PROFESSIONAL ENGINEERING SERVICES**

**PORT OF HOOD RIVER
KEN JERNSTEDT AIRFIELD (4S2)**

Included herein is TASK ORDER NO. 3 to the Professional Services Agreement dated August 27, 2021, hereinafter called CONTRACT, between PORT OF HOOD RIVER, hereinafter called OWNER, and PRECISION APPROACH ENGINEERING, INC., hereinafter called CONSULTANT.

WHEREAS, the OWNER has defined a PROJECT at Ken Jernstedt Airfield (4S2) and is desirous to seek the assistance of the CONSULTANT in accordance with Section A of the CONTRACT for the PROJECT listed above for Professional Engineering Services.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereto do mutually agree as follows:

A. EMPLOYMENT OF CONSULTANT

The OWNER hereby employs the CONSULTANT and the CONSULTANT accepts and agrees to perform the following engineering services to the PROJECT.

1. The CONSULTANT shall provide services to support the completion and commissioning of the Avgas fueling system as requested by the OWNER. Services are anticipated to include the following items:
 - Review background information made available by the OWNER.
 - Up to 3 site visits and 4 conference calls to document current conditions and support completion and commissioning.
 - Provide evaluation of the current installation status and recommended steps for completion including an estimated project timeline.
 - Support for completion of site development work, fuel equipment installation, tank filling, and commissioning. Includes code requirement review and development of equipment grounding system compatible with existing infrastructure if required.
 - Filing of a 7460-1 Notice of Proposed Construction with FAA and the Oregon Department of Aviation (ODAV) if not submitted by others.
 - Coordination with fuel supplier for initial fill and soak testing, if performed.
 - Initial coordination with Oregon Department of Agriculture (ODAg) Weights and Measures for new liquid fuel meter and submittal of the initial registration application.
 - Prepare draft Spill Prevention, Control, and Countermeasures (SPCC) Plan meeting Environmental Protection Agency (EPA) requirements if not performed by Others. Submit draft to OWNER in conjunction with equipment installation, incorporate OWNER comments, and submit final document. Includes a site visit to inventory existing conditions and review existing applicable plans.

Assumptions:

- FAA planning and environmental for this project was completed by others.
- Support for stormwater treatment and spill control is limited to an evaluation of existing infrastructure against code requirements and does not include design of any new infrastructure if required.
- Relocation of other existing fuel tanks is not part of this work.

- Project/construction closeout and record drawings by others.

B. OWNER'S RESPONSIBILITIES

1. The OWNER shall make available to the CONSULTANT all technical data in OWNER's possession that contain pertinent information required by the CONSULTANT relating to this work.
2. The OWNER shall pay publishing costs for the advertisement of notices, public hearings, requests for bids, laboratory testing, and other similar items; pay for all permits and licenses that may be required by local, state, or federal authorities; and secure the necessary land, easements, rights-of-way, required for the project.
3. The OWNER shall provide access to the site as necessary to allow the performance of engineering services.
4. Other OWNER's responsibilities shall be as stated in the Professional Services Agreement.

C. COMPENSATION FOR CONSULTING SERVICES

The OWNER shall pay the CONSULTANT the appropriate fee as complete compensation for all services rendered as herein agreed and as stated in the PROFESSIONAL ENGINEERING SERVICES AGREEMENT:

1. The OWNER shall pay the CONSULTANT as complete compensation for the PROFESSIONAL ENGINEERING SERVICES set forth in Section A, above, according to the CONSULTANT'S 2023 Standard Labor Rates and direct nonsalary expenses at the actual cost. The maximum estimated total cost for these services is **THIRTY-ONE THOUSAND Dollars (\$31,000)**.
2. Any amount over the maximum estimated cost for the services as set forth in Section A because of a scope of work changes will be negotiated and agreed upon between the OWNER and the CONSULTANT in writing prior to the beginning of additional work.

D. AUTHORIZE SIGNER

Each person signing this Amendment represents and warrants that they are duly authorized and have the legal capacity to execute and deliver this Task Order to Professional Engineering Services Agreement.

WITNESSETH that the parties hereto do mutually agree to all mutual covenants and agreements contained within the CONTRACT.

PORT OF HOOD RIVER

By: _____
 Title: _____
 Date: _____

PRECISION APPROACH ENGINEERING, INC.

By: _____
 Title: _____
 Date: _____

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Commission Memo



Prepared by: Michael Shannon
Date: July 11, 2023
Re: Recommendation on Toll Rate Options

In response to the Port of Hood River Resolution No. 2022-23-13 – *A Resolution commencing public process for funding Hood River White Salmon Bridge Authority Activities*, two in person public open houses were held (May 31st in White Salmon and June 7th in Hood River) as well as an online open house from May 31st to June 14th. The purpose of these events was to obtain public input on the two tolling options shown in the attached exhibit. The primary difference in the two options was in the BreezeBy and Cash rate for the autos/pickups as shown below.

Vehicle Type	Current		Option 1		Option 2	
	Cash	BreezeBy	Cash	BreezeBy	Cash	BreezeBy
Auto/Trucks	\$2.00	\$1.00	\$3.50	\$1.75	\$3.00	\$2.00

Over 200 people attended the two in-person open house events and over 800 responses were received through the online open-house. Over 80% of the people who provided feedback favored Option 1 over Option 2. Several comments were also received, and a general summary is included in the attached memo. The RBMC will continue to work with the Port and the newly formed Hood River-White Salmon Bridge Authority (HRBSA) to develop responses.

As identified in the Resolution, a timeline is also attached identifying the remaining activities to meet the implementation date of September 1, 2023.

In response to the public feedback received from the outreach efforts, the HRBSA recommends that the Port Commission move forward with the implementation of tolling Option 1, effective September 1, 2023.

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Tolling Option 1:

VEHICLE TYPE	CURRENT		OPTION 1	
	Cash	BreezeBy	Cash	BreezeBy
Motorcycle	\$1.00	\$0.75	\$3.00	\$1.50
Autos/Pickups	\$2.00	\$1.00	\$3.50	\$1.75
Commercial Trucks/Vans	\$6.00	\$4.00	\$8.00	\$6.00
3 Axle Truck	\$9.00	\$6.00	\$12.00	\$9.00
4 Axle Truck	\$12.00	\$8.00	\$16.00	\$12.00
5 Axle Truck	\$15.00	\$10.00	\$20.00	\$15.00
For each additional axle	+\$3.00	+\$2.00	+\$4.00	+\$3.00

Tolling Option 2:

VEHICLE TYPE	CURRENT		OPTION 2	
	Cash	BreezeBy	Cash	BreezeBy
Motorcycle	\$1.00	\$0.75	\$3.00	\$1.50
Autos/Pickups	\$2.00	\$1.00	\$3.00	\$2.00
Commercial Trucks/Vans	\$6.00	\$4.00	\$8.00	\$6.00
3 Axle Truck	\$9.00	\$6.00	\$12.00	\$9.00
4 Axle Truck	\$12.00	\$8.00	\$16.00	\$12.00
5 Axle Truck	\$15.00	\$10.00	\$20.00	\$15.00
For each additional axle	+\$3.00	+\$2.00	+\$4.00	+\$3.00

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PORT OF HOOD RIVER
Resolution No. 2023-24-1

A RESOLUTION AUTHORIZING A BRIDGE TOLL INCREASE

WHEREAS, the Hood River-White Salmon Interstate Bridge (“Bridge”) is a critical transportation facility in the Mid-Columbia Region, and the Port of Hood River (“Port”) must manage, maintain, inspect, and operate the Bridge in a safe manner for long-term use of residents, visitors, and businesses; AND

WHEREAS, the Bridge is beyond its design life, is functionally obsolete and insufficient for modern vehicle and marine freight configurations, and must be replaced as soon as possible; AND

WHEREAS, on December 6, 1994, the Port Commission approved Resolution No. 1994-1995-3 which increased the cash toll from \$.50 per axle to \$.75 per axle, with the sole purpose of additional revenue to fund the Bridge Fund, excepting some restrictive discounted tickets; AND

WHEREAS, an engineering assessment completed in 2011 and updated in 2023 demonstrated that capital and operational expenditures to keep the existing Bridge in good repair, safe, and operational, will continue to increase significantly; AND

WHEREAS, on October 18, 2011, the Port Commission approved Resolution No. 2011-12-1 which increased cash tolls to \$1 and increased the electronic tolls to \$.80 effective January 1, 2012, and dedicated the increase to the Bridge Fund; AND

WHEREAS, in 2016 the Port commenced a sustained effort to construct a new bridge as soon as reasonably possible, and in July 2017 obtained a financial commitment from the Oregon Legislature to complete a Final Environmental Impact Statement and carry out other pre-construction efforts to identify the most appropriate method for financing and developing of a new Bridge; AND

WHEREAS, on December 5, 2017, the Port Commission approved Resolution No. 2017-18-2 which increased cash tolls to \$2 and increased the electronic tolls to \$1 effective February 1, 2018, to meet the increasing costs for repair and capital upgrades to the existing bridge as well as future efforts to replace the Bridge; AND

WHEREAS, on February 6, 2023, the Bi-State Working Group (BSWG) received the reported results of the Washington State Transportation Commission Traffic & Revenue Study that provided two scenarios to provide the necessary toll revenues for the Hood River White Salmon

Bridge Authority (HRWSBA) activities, including for the purpose of capitalizing reserves for federal toll bonds; AND

WHEREAS, the BSWG anticipates the project will need to raise \$70-\$150 million in locally sourced funding to complete the project funding package; AND

WHEREAS, on April 3, 2023, the BSWG recommended the Port implement a toll increase rate schedule and timeline that would provide the adequate funding for the HRWSBA activities; AND

WHEREAS, on April 18, 2023, the Port approved Resolution 2022-23-13 directing staff and consultants to work with the BSWG to deploy a public input process focused on providing funding for the HRWSBA and to prepare a toll increase to be in effect by September 1, 2023; AND

WHEREAS, the Port’s Budget Committee met on May 2nd and approved the budget, as amended, including the addition of a Bi State Bridge Replacement Fund created to set aside an anticipated toll increase to fund the HRWSBA; AND

WHEREAS, the BSWG held public open houses in White Salmon on May 31st and Hood River on June 7th and a public outreach summary was shared with the BSWG and the Port Commission afterwards; AND

WHEREAS, the Bi State Working Group (BSWG) recommended the rates identified in this resolution be adopted by the Port Commission; NOW, THEREFORE

THE PORT OF HOOD RIVER BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:

Section 1. The Board of Commissioners authorizes a toll increase dedicated to the HRWSBA effective September 1, 2023.

VEHICLE TYPE	CURRENT		SEPT. 1, 2023	
	Cash	BreezeBy	Cash	BreezeBy
Motorcycle	\$1.00	\$0.75	\$3.00	\$1.50
Autos/Pickups	\$2.00	\$1.00	\$3.50	\$1.75
Commercial Trucks/Vans	\$6.00	\$4.00	\$8.00	\$6.00
3 Axle Truck	\$9.00	\$6.00	\$12.00	\$9.00
4 Axle Truck	\$12.00	\$8.00	\$16.00	\$12.00
5 Axle Truck	\$15.00	\$10.00	\$20.00	\$15.00
For each additional axle	+\$3.00	+\$2.00	+\$4.00	+\$3.00

Section 2. The incremental toll revenue from this 2023 toll increase will be placed in the separate Bi State Bridge Replacement Fund to be used solely for the payment of expenditures associated with the Hood River White Salmon Bridge Replacement Project.

Section 3. This Resolution makes no changes to the Video Toll ancillary fees and toll billing cycle timeline set in Resolution No. 2019-20-5, Resolution No. 2019-20-6, and Resolution No. 2022-23-4.

Adopted by the Board of Commissioners of the Port of Hood River this 11th day of July 2023.

SIGNED

President

ATTEST

Secretary

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Funding: Toll Increase Implementation – Summary Schedule

Schedule Date: 05/31/2023

