



**CITY OF OREGON CITY**  
**Staff Report**

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**To:** City Commission **Agenda Date:** 6/21/23  
**From:** Assistant Parks and Recreation Director- Denise Toyooka

**SUBJECT:**

WES Good Neighbor Agreement Project Management Services/Owner Representative Contract Addendum

**STAFF RECOMMENDATION:**

Staff recommends approval of contract addendum with Cumming Group in the amount not to exceed \$35,000

**EXECUTIVE SUMMARY:**

Staff is recommending a contract addendum with Cumming Group in the amount not to exceed, \$35,000 to continue the 23/24 FY improvement project at the River Access Trail location with similar scope and partnership with WES. This project would include removal of invasive plants, removal of hazard limbs and dead trees, planting of the parking lot area hillside with natives and pollinators, install irrigation, repair the asphalt section of the trail, and continue to incorporate public education and administer the WES Good Neighbor Agreement aspects.

Scope of work, fees, and a not to exceed cost was established at \$75,880 for FY 21/22-22/23. This scope would be a Not to Exceed cost of \$35,000 for FY 23/24. Total contract would be consolidated to a total of \$110,880

**BACKGROUND:**

City Commission approved the contract for Plan B Cost Consultancy LLC, now, Cumming Group, December 1, 2022. This decision was based on staff recommendation from the evaluations of submissions for the RFQ for WGNA-Project Management Services/Owner Representation, Plan B Cost Consultancy LLC (Cumming Group) was ranked highest for their project approach and understanding. The original contract was \$75,880.

Staff discussed fees and scope of work along with a site visit to River Access Park.

Plan B/Cumming Group has had project management/owner representation contracts with the Robert Libke Public Safety Building with our Police Department and with the

Engineering and Operations Center with Public Works and WES Good Neighbor Projects with the City. Cumming Group's experience in the City provides them an understanding of Oregon City process as well as having worked with WES in the past.

Cumming Group provided a successful partnership with the City of Oregon City and WES to complete the recent phases of the River Access Trail improvement in a manner that was positive to the community providing safer and more ADA access to and along the trail, a more user friendly and delineated parking area, improved signage, removed invasive plant material, removed hazardous limbs and dead trees, incorporated public education and administered the projects in accordance to the WES Good Neighbor Agreement.

We would like to continue to work as a team with Cumming Group to accomplish the FY 23/24 WES Good Neighbor projects and provide compliance to the agreement objectives.

**OPTIONS:**

1. Approve contract addendum with Cumming Group for a Not to Exceed amount of \$35,000
2. Approve contract addendum with Cumming Group for a not to Exceed amount of \$35,000 with modifications.
3. Deny contract addendum approval

**BUDGET IMPACT:**

Amount: \$35,000

FY(s): 23/24

Funding Source(s): General Fund-WES Good Neighbor Agreement Funding