



# CITY OF OREGON CITY

## Staff Report

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

**To:** Urban Renewal Agency  
**From:** Executive Director, Tony Konkol

**Agenda Date:** 12/20/2023

### **SUBJECT:**

Personal Services Agreement with NV5 for the 1795 Washington Street Geotechnical Site Analysis (PS 23-018)

### **STAFF RECOMMENDATION:**

The Urban Renewal Commission approves the Personal Services Agreement (PSA) and authorizes the City Manager to execute the PSA with GeoDesign, Inc. dba NV5 (NV5).

### **EXECUTIVE SUMMARY:**

The attached draft PSA is for geotechnical site analysis and report preparation, for 1795 Washington Street (PS 23-018) to be performed by NV5 in the amount of \$31,150. NV5 will research and provide findings of past uses on this site, drill into the soil, and perform soil analysis. NV5 will prepare a report stating the existing conditions to then be used by the Urban Renewal Agency (URA) for consideration with future development proposals.

### **BACKGROUND:**

In September 2023, the City Manager requested Public Works Engineering Division's assistance in producing a report on the current site conditions at this site. Geotechnical Engineering firms on the City's list of approved consultants were contacted and requested to provide a scope and fee for research of past uses, analysis of site soils, and preparation of a report detailing the existing conditions.

Following city and state procurement standards, an informal request for proposals was sent out to four (4) geotechnical consultants. On December 11<sup>th</sup>, 2023, four proposals were submitted and reviewed by staff. The review resulted in staff selecting NV5 to perform the work. The list of firms and their fees are listed below.

- |                   |          |
|-------------------|----------|
| • NV5             | \$31,150 |
| • Pali Consulting | \$34,960 |
| • GRI             | \$45,300 |

- Shannon & Wilson      \$54,869

The attached scope of work (Exhibit A) outlines the detail by which the project will move forward through the research, analysis, and report preparation.

The site is currently rented to Clackamas Landscape Supply.

**OPTIONS:**

1. Authorize the City Manager to execute the Agreement.
2. Authorize the City Manager to execute the Agreement with specific modifications.
3. Deny the Agreement. If the Commission chooses to deny the Agreement, staff requests direction on how to proceed.

**BUDGET IMPACT:**

Amount:                      \$31,150

FY(s):                        2023/24

Funding Source(s):    Urban Renewal Agency

**ATTACHMENTS:**

Personal Services Agreement

Exhibit A – Scope of Work

Exhibit B – URC Standard Conditions

Site Map