



City of Stevenson

Leana Kinley, City Administrator

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To: City Council
From: Leana Kinley, City Administrator
RE: Courthouse Park Plaza Design Services Contract
Meeting Date: June 27, 2024

Executive Summary:

In August 2023 Council approved the initial design phase contract for the Courthouse Park Plaza project. The design was phased as the initial design was cost prohibitive. This addendum is for the second phase of design and will get the project to a construction ready project. Council requested additional information at the June 27th council meeting, which are included in the packet.

Overview of Items:

Information regarding the contract amount in comparison to the total project is included in the June 20th council packet under the discussion on the matter. The additional information requested of council is listed below:

- A letter of support for the project by the Skamania County Commissioners
 - A letter of support was requested and was not approved. A joint meeting between the City and County is recommended to answer questions, concerns, discuss amendments to the agreement, and review and approve the design.
- Verification the contract with Understory may be cancelled without spending the full amount.
 - An email from the City Attorney is enclosed and verifies the contract may be terminated with 30-days notice.
- Verification Lodging Tax funds may be used on the project.
 - Both MRSC and the State Auditors' Office stated the City Attorney needs to provide direction on the matter. Attached is a letter from the City Attorney on the issue.

Action Needed:

Approve the contract amendment with Understory Landscape Architecture, LLC for design services of the Courthouse Park Plaza in the amount of \$349,423 plus expenses not to exceed \$355,000 for a total revised contract amount of \$570,752.