

# ARCIFORM

design | restore | remodel

December 22nd, 2021

City of St. Helens  
265 Strand Street  
St. Helens, OR 97051  
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Job #:

## Work Order

For the price of fifty-one thousand, six hundred eighty-four and 00/100 dollars, (\$51,684.00), Arciform will perform the scope of work outlined in this work order.

### Permits

1. Building and Trade permits are not required for this scope of work. Should any government entity require a permit or alterations to the scope of work defined in this work order before issuing the appropriate permit/s or during inspections, this will constitute a change order and will be paid for by the client per the Arciform Agreement on a time and materials basis.
2. Arciform has acquired a temporary one-year contractor's license to work in the City of St. Helen's, Oregon. Cost is included in this proposal.

### Protection

1. Client is responsible for the removal of all personal items from the work area prior to commencement of work.
2. Prior to demolition, to protect the health and safety of our employees, subcontractors, and clients, Arciform will conduct an asbestos and lead survey. Analytical test results are required for the following products but are not limited to paint, plaster, drywall compound, HVAC wrap, spray on textures, vinyl and linoleum flooring, insulation, electrical wire insulation, roofing underlayment and asphalt shingles.
3. If any materials are found to have asbestos (1% minimum), analytical testing and removal of asbestos materials must be performed by a licensed asbestos abatement contractor and is not included in this agreement.
4. If paint is found to have lead present (1% minimum), Arciform will implement lead-safe protocols during demolition/removal of said lead-based paint.

### Travel

1. Per the Client/Arciform Agreement, travel time outside of a 15-mile radius from our office at 2303 N. Randolph Ave. in Portland, Oregon is a billable expense. This is included as a fixed cost in the work order.

	2303 N. RANDOLPH AVE PORTLAND, OR 97227	(503) 493-7344 <a href="mailto:restore@arciform.com">restore@arciform.com</a>	OR: CCB# 119917 WA: ARCIFL*910KJ
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**Project Scope: New Metal Cornice with Flashing Cap**

1. Provide, erect, and remove scaffolding. Note: maintain access to entry and payment drop box.
2. Remove existing metal cornice. Deliver to Schmeer Sheet Metal for profile matching.
3. Remove all dry-rot and framing from behind original cornice.
4. Fabricate new 24 gauge galvanized metal cornice with a separate galvanized metal flashing cap. Match original profile.
5. Rivet and seal (caulking) vertical seams in cornice.
6. Rivet and solder ledge seams.
7. Etch galvanized metal to accept primer and paint.
8. Fabricate and install custom metal L brackets in brick veneer to suspend new cornice.
9. Install pressure treated 3/4" plywood over brackets.
10. Install WRB (weather wrap barrier) over plywood.
11. Kerf one horizontal line (length of cornice) in brick veneer to accept flashing cap for cornice.
12. Install cornice.
13. Install metal cap over cornice and apply sanded caulk joint at kerf for flashing to brick veneer transition.
14. Paint cornice and metal cap. Paint selection TBD.
15. Clean up and haul away all debris from this work.

**Project Scope: Brick Parapet Wall (TPO Membrane & Concrete Tiles)**

1. Provide, erect, and remove scaffolding. Note: maintain access to entry and payment drop box.
2. Remove existing concrete tiles and salvage for reuse (Reuse is TBD per client).
3. Pull back existing TPO membrane.
4. Inspect parapet wall and roof under pulled back TPO for dry-rot in structural components and wood nailers (substrate for parapet tiles).
5. Wire brush brick/masonry on top of the parapet wall (birds' nests, dirt, and vegetation). Remove loose mortar from brick parapet ledge.
6. Wire brush concrete tiles, scrub and remove moss/dirt.
7. Repair broken concrete tiles with copper wire and caulking.
8. Re-seal concrete tiles.
9. Install new wood nailer anchored into brick parapet wall top.
10. Install screen and Flexim Stynthetic mortar along outside edge of brick ledge to prevent nesting birds.
11. Reinstall TPO membrane and patch membrane as necessary at top of parapet wall with Eternabond membrane tape.
12. Option: install 24 gauge prepainted (standard colors) metal flashing cap in lieu of reinstalling concrete tiles. See Selected Options.
13. Option: install 20 oz. copper hipped parapet wall cap in lieu of reinstalling concrete tiles. See Selected Options.
14. Reinstall original concrete tiles (drill tiles and secure to wood nailer substrate).
15. Clean up and haul away all debris from this work.

**Client Supplied Items**

The following items are not included in this agreement. Please refer to "Client Supplied Material or Labor Disclaimer." All re-used materials or salvaged items are understood to be in "as-is" condition. If said items are to be refurbished, this work will be done on a time and materials basis. This list is not meant to be all inclusive. It has been included only as a guide. Items to be provided by Client:

1. Construction and Trade permit and inspection fees if required by the City of St. Helens.
2. Taxes if required.
3. Hazardous materials (specifically asbestos) waste removal if discovered during the asbestos survey, demolition, or construction.
4. Sidewalk closure permit and fees if required by the City of St. Helens.
5. Parking permits and fees if required by the City of St. Helens.
6. Access to bathroom and cleaning facilities for site labor and clean up (Covid-19 and Lead-safe mandates).

**Selected Option**

The following is a list of selected items that can be added to or deducted from the agreement. Fixed price options will be applied to the first scheduled progress payment. Time and materials option invoices will be delivered every two weeks for labor & materials.

To accept an option below, please initial in the corresponding space to the left. If you do not wish to choose that option, please mark “NO” in that space. Options are to be completed within the remodel schedule established by the Project Manager.

- 1. \_\_\_\_\_ Fabricate and install 24 gauge standing seam prepainted parapet cap. Add \$6,131.25  
Standard colors.
- 2. \_\_\_\_\_ Fabricate and install 20 oz. copper hipped parapet wall cap. Add \$11,198.75
- 3. \_\_\_\_\_ Omit salvaging and reinstalling original concrete tile cap. Deduct \$6,815.00

**Payment Schedule**

Although the sums set forth for each of the items are specific, the order of completion of such items is only a guide. Invoices will be delivered to Client upon reaching the milestones listed below. For fixed fee, guaranteed cost, or flat rate work, Arciform may invoice Client once each month during performance under this agreement. Additional work/change orders are either fixed price or time and materials. Fixed price additional work/change orders will be paid for prior to the commencement of the extra work. Time and materials additional work/change orders will be billed at two week intervals or added to the next scheduled progress billing. Within seven days of receipt of any invoice, Client must either issue full payment or object to the invoice. If Client objects to an invoice, Client must (a) provide reasonable notice to Arciform stating the reasons for its objection, and (b) provide Arciform with reasonable opportunity to cure Client’s reasons for objection, and (c) issue partial payment to cover work not subject to its objection. Client may withhold payments pending resolution of any disputes in accordance with this agreement.

- Deposit upon signing \$20,000.00
- Upon cornice installation (unpainted) \$15,000.00
- Upon parapet wall completion \$15,000.00
- Upon completion \$ 1,684.00

Please note: some items might need to be completed after the punch list walk through. The payment is still due, but an amount based on the value of the punch list item will be determined, agreed upon and withheld until those items are completed.

**Agreement**

If Client agrees to the terms of this Work Order, Client will sign and return a copy of the Work Order with the deposit within 14 days of date of this agreement, as prices cannot be guaranteed after that date. See the “Arciform Agreement” for specifications to this Work Order.

Client Signature \_\_\_\_\_ Date \_\_\_\_\_

Arciform LLC \_\_\_\_\_ Date \_\_\_\_\_

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Name: City of St. Helens	Job #:
Date: 11.13.2020	
Description: Parapet and Cornice	
	PM: AS
	CC: BH

TASK	HOURS	UNITS	PRICE
307L DELIVERY DRIVER	8		\$ 360.00
307L FIELD TRAVEL/DELIVERY	20		\$ 1,460.00
300L PROJECT MANAGEMENT	24		\$ 2,280.00
300L SITE LEAD MANAGEMENT	8		\$ 584.00
417M ASBESTOS		1	\$ 187.50
417L ASBESTOS	4		\$ 380.00
427L CLEAN & PROTECT & SCAFFOLDING	12		\$ 876.00
427M CLEAN & PROTECT		1	\$ 625.00
417L DEMOLITION	28		\$ 2,044.00
417M DEMOLITION		1	\$ 93.75
417L TRASH REMOVAL	6		\$ 438.00
418L FRAMING/L BRACKETS	14		\$ 1,022.00
418M FRAMING MATERIALS		1	\$ 62.50
421S ROOFING		1	\$ 17,656.25
422L METALWORK	4		\$ 292.00
422S METALWORK		1	\$ 13,585.00
416L PAINTING CORNICE	16		\$ 1,168.00
416M PAINTING CORNICE		1	\$ 312.50
PROFIT		1	\$ 5,505.00
OVERHEAD		1	\$ 2,752.50
TOTAL COST AND PRICES			\$ 51,684.00
CONTRACT PRICE	\$51,684.00		\$ 51,684.00
PROJECTED HOURS	144		