

3469



**AUTHORIZATION FOR
AGREEMENTS, MOUs, OR
OTHER DOCUMENTS OBLIGATING
THE CITY**

All contracts, agreements, grant agreements, memoranda of understanding, or any document obligating the city (with the exception of purchase orders), requires the completion of this form. The City Manager will sign these documents after all other required information and signatures are obtained.

Document: Amendment 3 to Contract with YGH for Phase VII of PAC Renovations
Date: 04/03/23

Statement of Purpose: Architect Contract separate PAC Renovations and HVAC Controller into two bid packages to try and get better pricing from bids.

Department Head Signature: _____

Remarks, if any: 2 projects - PAC HVAC Controls 2021-029, and PAC Expansion 2020-018.

City Attorney Review and Signature: See attached e-mail approval. Date: 4/5/23

Other Signatures as Requested by the City Attorney: _____

| | Signature | Name/Position | | | |
|------------------------------------|--|---------------|--|--|--|
| | Date: _____ | | | | |
| Budget Confirmed: | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | | | | |
| Certificate of Insurance Attached: | Yes <input type="checkbox"/> No <input type="checkbox"/> N/A (Existing project) | | | | |
| City Council Approval Needed: | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date: _____ | | | | |

After all the above requested information is complete and signatures obtained, return this form, along with the original document to the City Manager for signature. No documents should be executed prior to the City Manager's approval as evidenced by signature of this document.

City Manager Signature: _____ Date: 4-8-23

Once all signatures and certificates of insurance have been obtained, return this document, along with the original, fully-executed agreement, MOU, or other document to the City Recorder. A copy of grant agreement and all project funding documents, must be forwarded to the Finance Department for tracking and audit purposes.

City Recorder Signature: _____ Date: _____

Date posted on website: _____

Aaron Collett

From: David Allen
Sent: Wednesday, April 5, 2023 3:38 PM
To: Aaron Collett; Clare Paul
Cc: Spencer Nebel; Erik Glover
Subject: Re: PAC HVAC/Remodel - Amendment to review
Attachments: YGH Addt Service #3_Mech_Cntls_20230321.pdf; Amendment No. 2 - YGH agreement.doc

Attached is Amendment 2 (there was an addendum and initial amendment) along with 3/21/23 letter w/attachment.
This e-mail can be used to confirm review of the amendment. --David

From: Aaron Collett
Sent: Monday, April 3, 2023 2:32 PM
To: David Allen
Cc: Clare Paul
Subject: PAC HVAC/Remodel - Amendment to review

Hi David,
Please find the attached Amendment 3 for the PAC project(s). This will be a small amendment to the HVAC Controls project number (21-029) to provide fee to separate out the formerly combined HVAC Controls/Remodel bid documents into two separate bid scopes. The bids came in very high, and we believe we can get much better pricing (at least on HVAC) by bidding them separately.

I used Amendment 2 as the template and just added the \$2,480 fee to the HVAC Controls (this is for invoice purposes, not the contract).

I was informed by Jason Holland that some of the funding he has in place expires at the end of the year, so we are trying to hurry and get this re-bid. Hopefully this is a fast review as it is a pretty short scope and low fee.

Attachments:

- * Agreement Sign off form – Amendment 3
- * Amendment 3 (word document)
- * Scope letter

Thanks,

Aaron Collett, PE
City Engineer
City of Newport, Oregon
169 SW Coast Highway, Newport, OR 97365
A.Collett@newportoregon.gov
Office: 541-574-3375
Fax: 541-265-3301

PUBLIC RECORDS LAW DISCLOSURE. This e-mail is a public record of the City of Newport, and is subject to public disclosure unless exempt from disclosure under Oregon Public Records Law. This e-mail is subject to the State Records Retention Schedule for Cities.

Amendment No. 2 to Professional Services Agreement Between City of Newport and Yost Grube Hall Architecture

THIS AMENDMENT No. 2 is to the Agreement for Professional Services between the City of Newport (City) and Yost Grube Hall Architecture, also referred to as YGH + Integrus Architecture (Consultant) dated June 17, 2021, for professional consulting services.

Recitals:

1. City and Consultant entered into an agreement dated June 17, 2021 (Agreement) for professional consulting services related to the Newport Performing Arts Center (PAC) expansion. The fee for the scope of work in the Agreement was later increased from \$59,090 to \$82,500 in an addendum between the parties.
2. City and Consultant entered into an amendment to the Agreement dated March 31, 2022, for a total fee up to a maximum amount payable of \$254,005 (i.e. \$206,005 for PAC expansion and \$48,000 for PAC HVAC controls).
3. City and Consultant desire for Consultant to provide the City with additional professional consulting services related to the PAC expansion and PAC HVAC controls.

Terms of Amendment No. 2:

City and Consultant agree to amend the Agreement, as provided for in section 27, as follows, effective on the date of the last signature below:

- A. City and Consultant will proceed with additional professional consulting services, for a fee up to a maximum amount payable of \$2,480, as set out in the attached March 21, 2023 letter with attachment dated March 17, 2023.
- B. This Amendment may be executed in counterparts and a signed copy transmitted by facsimile or other electronic means, each of which will be deemed an original, but all of which taken together will constitute one and the same agreement.

Except as expressly set forth herein, all provisions of the Agreement shall continue and remain in full force and effect.

City of Newport:



Spencer R. Nebel, City Manager

Date: 4/8/23

Yost Grube Hall Architecture:



Name/Title: Thomas Robbins / Principal

Date: 4/6/2023

March 21, 2023

Aaron Collett, PE
City Engineer
Engineering Department
169 SW Coast Hwy
Newport, Oregon 97365

RE: Performing Arts Center – Mechanical Controls
City of Newport | Bid Set

Dear Aaron,

We have been working with the City of Newport and Oregon Coast Council for the Arts (OCCA) on changes to the Newport Performing Arts Center. The project was bid in early January and the city decided not to move forward with this bid but is considering other options to move forward with the project. In the meantime, Newport would like to bid the mechanical controls scope of work. Newport's stated construction budget for the controls is \$215k. This proposal is for YGH + Integrus and our consultants to provide a separate bid set for the mechanical controls scope of work.

YGH + Integrus has been coordinating with the City of Newport and OCCA throughout this process and they have communicated these needs. YGH is requesting additional services for this work.

Professional Fees:

YGH Architecture

Project Manager - 4 hours \$480.00
Total YGH \$480.00

YGH + Integrus Architecture \$480.00
Consultants \$2,000.00
Grand Total \$2,480.00

Totals per Phase:

| | YGH | Consultants | Reimbursables | Total |
|-----------------------------------|-----------|-------------|---------------|-----------|
| Original Contract – Phase I | \$28,230 | \$27,515 | \$3,345 | \$59,090 |
| Addendum No. 1 – Interior Remodel | \$19,410 | \$4,000 | \$ - | \$23,410 |
| Addendum No. 2 – Phases 2 & 3 | \$95,080 | \$149,115 | \$9,810 | \$254,005 |
| Addendum No. 3 – Mech Controls | \$480 | \$2,000 | \$ - | \$2,480 |
| Totals | \$143,200 | \$182,630 | \$13,155 | \$338,985 |

Assumptions:

- This scope of work is limited to separating out the mechanical controls portion of the project into a separate bid set.
- The scope for the building remodel will be maintained as a separate bid set.

We will proceed with work under the terms of our existing contract based on our hourly rates. Please prepare a contract modification for the amount above at your earliest convenience.

If you have any questions, please feel free to contact me.

707 SW Washington St
Suite 1200
Portland, Oregon
97205 USA
t 503 221 0150
f 503 295 0840
w ygh.com

THOMAS GOBBINS, AIA
ERICKA COLVIN, AIA
PHIL KRUEGER, AIA
STEVE NEIGER, AIA
CRYSTAL SANDERSON, AIA
KATHY SIMONE, AIA
JESSE WALT, AIA

Addendum #1
Amendment #1
Amendment #2

Best Regards,

A handwritten signature in black ink, appearing to read 'Crystal Sanderson', written in a cursive style.

Crystal Sanderson, Shareholder; AIA LEED BD+C
Yost Grube Hall Architecture

Attachments: Design Consultant Proposal 03 17 2023

March 17, 2023

Crystal Sanderson
YGH+Integrus Architecture
707 SW Washington St
Suite 1200
Portland, OR 97205

Project: Newport Performing Arts Center
Project Number: 20-2088
Subject: Additional Services Request – Revised Mechanical Bid Set

Dear Crystal:

The following additional design services have been requested: Issue revised Mechanical Bid Set with reduced scope.

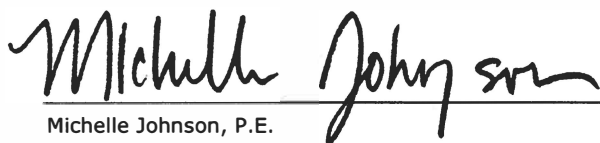
Work Requested by: YGH+Integrus / City of Newport

The work is an additional service according to our agreement and will be performed as lump sum with a fee of \$2,000.

We will keep our time separately and invoice under the base project number 20-2088 referencing ASR#1.

We will proceed with this work upon receipt of a signed copy of this letter.

Sincerely,
Michelle Johnson

A handwritten signature in black ink that reads "Michelle Johnson".

Michelle Johnson, P.E.
PAE

YGH+Integrus

Date