

# MULTNOMAH COUNTY CONTRACT APPROVAL FORM ATTACHMENT 1

Pre-approved Contract Boilerplate (with County Attorney signature) ☐ Attached ☐ Not Attached

Contract #: 4600005197  
Amendment #: 1

CLASS I	CLASS II	CLASS III A
Contracts \$75,000 and less per 12 month period	Contracts over \$75,000 per 12 month period	<input type="checkbox"/> Government Contracts (190 Agreement)
<input checked="" type="checkbox"/> Professional Services Contracts <input type="checkbox"/> PCRB Contracts <input type="checkbox"/> Maintenance Agreements <input type="checkbox"/> Licensing Agreements <input type="checkbox"/> Public Works Construction Contracts  <input type="checkbox"/> Architectural & Engineering Contracts <input type="checkbox"/> Revenue Contracts <input type="checkbox"/> Grant Contracts <input type="checkbox"/> Non-Expenditure Contracts	<input type="checkbox"/> Professional Services Contracts <input type="checkbox"/> PCRB Contracts <input type="checkbox"/> Maintenance Agreements <input type="checkbox"/> Licensing Agreements <input type="checkbox"/> Public Works Construction Contracts  <input type="checkbox"/> Architectural & Engineering Contracts <input type="checkbox"/> Revenue Contracts <input type="checkbox"/> Grant Contracts <input type="checkbox"/> Non-Expenditure Contracts	<input type="checkbox"/> Expenditure <input type="checkbox"/> Non-Expenditure <input type="checkbox"/> Revenue  <b>CLASS III B</b> <input type="checkbox"/> Government Contracts (Non-190 Agreement)  <input type="checkbox"/> Expenditure <input type="checkbox"/> Non-Expenditure <input type="checkbox"/> Revenue  <input type="checkbox"/> Interdepartmental Contracts

Department: DBCS Division: Facilities Management Date: 04/07/2005  
 Originator: Lynn Dingle Phone: 24443 Bldg/Rm: 274/L1  
 Contact: Jan Thompson Phone: 84238 Bldg/Rm: 274/FM  
 Description of Contract: Archaeological Services for Morrison Building Parking Lot. Amendment for additional work for Demo.

RENEWAL: ☐ PREVIOUS CONTRACT #(S): \_\_\_\_\_  
 RFP/BID: C105-8421 RFP/BID DATE: 3/4/5  
 EXEMPTION #: IX05-1799 EXPIRATION DATE: 11/30/2005 ORS/AR #: \_\_\_\_\_  
 Effective DATE: 03/05/2005  
 CONTRACTOR IS: ☐ MBE ☐ WBE ☐ ESB ☐ ORF - State Cert# \_\_\_\_\_ or ☐ Self Cert ☐ Non-Profit ☐ N/A (Check all boxes that apply)

Contractor: Archaeological Investigations Northwest Inc  
 Address: 2632 SE 162<sup>nd</sup> Ave  
 City/State: Portland, OR 97236  
 ZIP Code: \_\_\_\_\_  
 Phone: 503.761.6605  
 Employer ID# or SS#: 93-1086016  
 Contract Effective Date: 11/17/04 Term Date: 3/4/05  
 Amendment Effect Date: 03/5/05 New Term: 11/30/05

Remittance address (If different) \_\_\_\_\_  
 Payment Schedule / Terms  
☐ Lump Sum \$ \_\_\_\_\_ ☐ Due on Receipt  
☐ Monthly \$ \_\_\_\_\_ ☐ Net 30  
☐ Other \$ \_\_\_\_\_ ☐ Other  
☐ Requirements Funding Info:

Original Contract Amount	\$5,987.79	Original Requirements Amount	\$
Total Amt of Previous Amendments	\$0.00	Total Amt of Previous Amendments	\$
Amount of Amendment	\$28,000.00	Requirements Amount Amendment	\$
Total Amount of Agreement \$	\$33,987.79	Total Amount of Requirements	\$

## REQUIRED SIGNATURES:

Department Manager: \_\_\_\_\_  
 Purchasing Manager: \_\_\_\_\_  
 County Attorney: \_\_\_\_\_  
 County Chair: \_\_\_\_\_  
 Sheriff: \_\_\_\_\_  
 Contract Administration: \_\_\_\_\_

DATE: 4-13-05  
 DATE: 5/4/05  
 DATE: \_\_\_\_\_  
 DATE: 5/5/05  
 DATE: \_\_\_\_\_  
 DATE: 5/2/05

COMMENTS: RX #005149

INS. EXPIRES: 9/05

# MULTNOMAH COUNTY SERVICES CONTRACT AMENDMENT

## CONTRACT NO. 4600005197 AMENDMENT #1

This is an amendment to Multnomah County Contract referenced above effective November 26, 2004 between Multnomah County, Oregon, hereinafter referred to as County, and Archaeological Investigations Northwest Inc. hereinafter referred to as Contractor.

The parties agree:

1. The following changes are made to Contract No. 4600005197:

Contractor shall perform additional work described in Exhibit 1 at the rates set forth in Exhibit 1. The NTE total for the described work is \$24,925.00. Additional work may be required for Multnomah County Board Briefings, etc. and shall be invoiced at the rates set forth in Exhibit 1. The NTE total for additional work shall be \$3, 075.00.

This amendment NTE total is \$28,000 and the new maximum contract total is \$33,987.79.

2. Extend contract termination date to November 30, 2005.
3. All other terms and conditions of the contract shall remain the same.

### CONTRACTOR DATA AND SIGNATURE

Contractor Address: 2632 SE 162<sup>nd</sup> Ave, Portland, Oregon 97236

Federal Tax ID# or Social Security: 93-1086016

Business Designation (check one): ☐ Sole Proprietorship ☐ Partnership  
☒ Corporation-for profit ☐ Corporation-Non-profit  
☐ Other [describe here: \_\_\_\_\_]

Federal tax ID numbers or Social Security numbers are required pursuant to ORS 305.385 and will be used for the administration of state, federal and local laws. Payment information will be reported to the Internal Revenue Service under the name and Federal tax ID number or, if none, the Social Security number provided above.

**I have read this Contract Amendment. I understand the Contract Amendment and agree to be bound by its terms.**

[Signature]  
Signature

VP  
Title

JO REESE  
Name (please print)

MAY 9, 2005  
Date

### MULTNOMAH COUNTY SIGNATURE

(This contract is not binding on the County until signed by the Chair or the Chair's designee)

[Signature]  
County Chair or Designee\*\*

5/4/05  
Date

\*\* Department Director signs here for Class 1 Contracts (unless retroactive). For all other contracts, Chair or Chair's designee signs here.

### Department and County Attorney Approval and Review

Approved: [Signature] 4-13-05  
Department Manager or Designee Date

Reviewed: J.T. 04/08/2005  
Assistant County Attorney Date

# Archaeological Investigations Northwest, Inc.

2632 S.E. 162<sup>nd</sup> Ave. • Portland, Oregon 97236  
Phone (503) 761-6605 • Fax (503) 761-6620

Vancouver Phone (360) 696-7473  
E-mail: [ainw@ainw.com](mailto:ainw@ainw.com)  
Web: [www.ainw.com](http://www.ainw.com)

March 28, 2005

Lynn Dingler  
Asset Management  
Multnomah County  
401 N Dixon Street  
Portland, Oregon 97227-1865

Re: Morrison Property-Building Removal  
Proposal for Archaeological Tasks

Dear Lynn:

This proposal is to provide a scope and costs for performing tasks associated with the removal of the building on the Morrison Property. When the building is removed, steps will need to be taken to protect human remains or archaeological deposits, if they are present. The tasks are summarized as follows.

- Contribute to Project Team meetings, as needed.
- Coordinate with the State Historic Preservation Office (SHPO) regarding expectations.
- Prepare a Monitoring Plan that can be used during the deconstruction of the building
- Assist PBS with specifications for the deconstruction.
- Submit a permit application to the SHPO so that it is in-hand at when the building is removed; this will incorporate the Monitoring Plan.
- Archaeological monitoring during the work on-site when the building is removed, as needed, and complete a report of the monitoring.

I have budgeted for approximately 32 hours of Project Team meetings and other coordination. This should accommodate eight meetings and some phone conversations with the SHPO archaeologists. The monitoring plan and assistance with specifications will take about 40 hours of professional time, plus support time. The permit application may add another 10 hours of professional time, plus support staff. As part of the permit application, I will need to write to the tribes and the CCBA, which is included in these hours. This is a total of 82 hours of my time, plus 12 hours of my support staff, for a total of \$5,784.00. A detailed cost estimate is attached.

I am also providing you with an estimate for conducting 20 person-days of on-site monitoring. I have prepared the budget using a professional-level staff archaeologist, and have included daily travel time and built-in some overtime. An 8-hour day on-site would be 10.25 hours including travel and overtime. This is \$470.00 for labor and, with an equipment vehicle, totals about \$530.00/day. If we needed to have more than one monitor, because work was taking place using more than one piece of equipment on the ground, then we would need to add another monitor, but I have not added this into the budget. Likewise, I expect that some of the monitoring will take a few hours, rather than a full day. I have included some time for coordination by me. The budget for the 20 person-days is approximately \$11,746.00 for labor and \$1,485.00 for vehicle/travel, a total of \$13,231.00.

If any artifacts are found, those will need to be handled in the lab, cataloged, and included in a report; I have included just 22 hours for this, which would handle only incidental finds.

A report of the monitoring work will need to be prepared. The report will be larger if there is more to include, and shorter if the monitoring is incident-free. The report preparation

and lab work brings the total for the monitoring effort to \$19,141.00. I have attached a detailed cost estimate.

In sum, the budget for the project includes:

- \$5,784.00 for the pre-work coordination, Monitoring Plan, SHPO permit application, and specifications assistance; and
- \$19,141.00 for the monitoring, with about a total of \$13,231.00 of this for the field effort.

Lynn, this estimate totals \$24,925.00. Invoicing will all be on a time-and-expenses basis. I have budgeted using our current (2005) billing rates, which will apply during this work. I hope this information is helpful. Please let me know if you have any questions.

Sincerely,



Jo Reese, M.A., R.P.A.  
Vice President/Senior Archaeologist

Att.

ARCHAEOLOGICAL INVESTIGATIONS NORTHWEST, INC.

MULTNOMAH COUNTY

March 27, 2005

Morrison Property

Archaeological Tasks Related to Demolition

LABOR	Hrs	Rate	Total	Total Labor & Expenses
<i>Meetings, Coordination, Monitoring Plan, SHPO Permit, Etc.</i>				
Proj. Mgr. Jo Reese	82	\$62.40	\$5,116.80	
Graphics	4	\$39.28	\$157.12	
Prod.Assist.-Mills	2	\$44.52	\$89.04	
Admin. Assist.	6	\$43.44	\$260.64	
TOTAL LABOR	94		\$5,623.60	

\$5,623.60

**TOTAL LABOR ALL TASKS**

EXPENSES			Total	Total Labor & Expenses
Vehicle	0	\$55.00	\$0.00	
Fuel/ Gas			\$0.00	
Vehicle	0	\$45	\$0.00	
Mileage-Meetings	240	\$0.375	\$90.00	
Reproduction, Photocopies, Photog, Maps.			\$20.00	
Communications and Shipping			\$50.00	
TOTAL EXPENSES			\$160.00	\$160.00

TOTAL LABOR AND EXPENSES NOT TO EXCEED \$5,783.60

Morrison Prop Demo

ARCHAEOLOGICAL INVESTIGATIONS NORTHWEST, INC.

MULTNOMAH COUNTY

March 27, 2005

Morrison Property  
Archaeological Monitoring

LABOR		Hrs	Rate	Total	Total Labor & Expenses
<i>On-Site Monitoring--20 field-days</i>					
1.5/d	Proj. Mgr. Jo Reese	30	\$62.40	\$1,872.00	
8+trav	Supervising Archaeo.-Field	210	\$45.78	\$9,613.80	
	Admin. Assist.	6	\$43.44	\$260.64	
	<b>TOTAL LABOR</b>	<b>246</b>		<b>\$11,746.44</b>	
<i>Report Preparation</i>					
	Proj. Mgr. Jo Reese	14	\$62.40	\$873.60	
	Lab Director	12	\$59.54	\$714.48	
	Sr Arch-Chapman--Artif.Ast.	6	\$59.54	\$357.24	
	Supervising Archaeologists	60	\$45.78	\$2,746.80	
	Staff Archaeo.-Lab Assist.	4	\$39.28	\$157.12	
	Archaeo.-Lab. Assist.	6	\$34.10	\$204.60	
	Graphics	6	\$39.28	\$235.68	
	Prod.Assist.-Mills	8	\$45.00	\$360.00	
	Admin. Assist.	4	\$45.00	\$180.00	
	<b>TOTAL LABOR</b>	<b>120</b>		<b>\$5,829.52</b>	
					<b>\$17,575.96</b>
<b>TOTAL LABOR ALL TASKS</b>					

EXPENSES				Total	Total Labor & Expenses
	Vehicle-Monitoring	24	\$55.00	\$1,320.00	
	Fuel/Gas			\$120.00	
	Mileage-Monitoring	120	\$0.375	\$45.00	
	Reproduction, Photocopies, Photog, Maps.			\$0.00	
	Communications and Shipping			\$80.00	
	<b>TOTAL EXPENSES</b>			<b>\$1,565.00</b>	<b>\$1,565.00</b>

**TOTAL LABOR AND EXPENSES NOT TO EXCEED      \$19,140.96**

Morrison Prop Monitoring

**DINGLER Lynn**

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**From:** Jo Reese [Jo@ainw.com]  
**Sent:** Wednesday, May 11, 2005 4:33 PM  
**To:** DINGLER Lynn  
**Subject:** Costing-Contract for Morrison Property

Lynn, here is my recap. I summarized it in the attached file, since it holds the number format. It appears that the add-on for additional field effort and the processing of artifacts--which was approved by signed at the bottom of my proposal--is missing from the contract. Please let me know if you have any questions or need additional information to sort through this.

<<Morrison Project Recap AINW.doc>>

Jo

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Jo Reese, M.A., R.P.A.  
VP/Senior Archaeologist  
Archaeological Investigations Northwest, Inc.  
2632 SE 162nd Avenue  
Portland, Oregon 97236  
503-761-6605 Phone  
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## MEMO

Date: May 11, 2005  
To: Lynn Dingler, Asset Management, Multnomah County  
From: Jo Reese, VP  
Re: Morrison Property  
Costing Recap

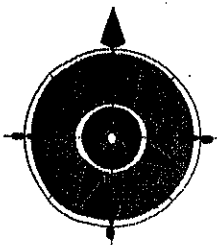
Lynn, this summarizes the status of the costs for the archaeological exploration project that has been completed, the on-going coordination work for the demo of the building, and the archaeological monitoring needed for the deconstruction of the Morrison Building this summer and fall. The following recaps the specific costing requests.

11/18/04	Original contract	\$5,987.79
	+ Rounding	\$2.21
1/18/05	Additional Field/Artifacts	<u>\$8,447.00</u>
	SUBTOTAL AMOUNT	\$14,437.00
3/28/05	Add-On for Demo Coord. & Monitoring	<u>\$24,925.00</u>
	SUBTOTAL AMOUNT	\$39,362.00
4/13/05	Additional for Briefings to Board, etc.	<u>\$3,075.00</u>
	<b>TOTAL</b>	<b>\$42,437.00</b>

The original contract signed in November was for the \$5,987.79. The January add-on of \$8,447.00 was approved by a signed-off at the bottom of my proposal by a signature that I cannot read (Tony Mounts?) initialed by DB. My March 28 proposal for the coordination and monitoring of \$24,925.00, together with the \$3,075.00 for briefings to the Multnomah County Board that was added by the County, is in the current contract as an additional \$28,000.00. This Amendment #1 of \$28,000.00 brought the total to \$33,987.79, per the amended contract sitting in front of me, but signed by Doug Butler 4/13. The new contract total seems to have skipped the January figure.

(jr/Morrison Project Recap AINW)





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Web: [www.ainw.com](http://www.ainw.com)

January 18, 2005

Lynn Dingler  
Asset Management  
Multnomah County  
401 N Dixon Street  
Portland, Oregon 97227-1865

Re: Lone Fir Cemetery, SE 20<sup>th</sup> Avenue and Morrison Street  
Proposal for Additional Exploration and Artifact Handling

Dear Mr. Dingler:

AINW has provided two days in the field exploring some areas of the parking lot at the Morrison building property. This letter and the attached detail provide the cost estimate for one more day of field exploration and captures the additional management and coordination costs not originally anticipated. The additional costs are due to the higher than expected publicity for the project, and this has meant that I have spent more time in the field than anticipated originally. The costs for one more day of field exploration for me and my three-person crew and for the additional coordination total \$2,880.00.

My original proposal excluded artifact collection. During the excavations, some artifacts were recovered that you and the Commissioner felt should be collected and later transferred to the CCBA, for example. These include headstones, ceramic and glass bottle and dish fragments, and funerary hardware, such as casket hinges. We also collected a leather shoe, and some pieces of animal bone (all cow). To properly clean, stabilize, identify, catalog, and prepare these for curation, and to summarize the information in the report we will be preparing, my cost estimate totals \$4,975.00. I am excluding any fee required by a repository, but if the artifacts are transferred to the CCBA, I doubt they would charge a fee.

We will also need to record this as an archaeological site. This step is completion of a resource form, which will be included in the report. The State Historic Preservation Office will assign a site number to the resource. This is needed for the area where the ceramic and glass artifacts were found. I estimate that this will cost an additional \$592.00 for 13 hours of labor. The total for all three of these elements is \$8,447.00. Added to the base price of \$5,990.00, the new total would be \$14,437.00. I can discuss these steps in more detail, if you would like.

Sincerely,

Jo Reese, M.A., R.P.A.  
Vice President/Senior Archaeologist

Approval for project, as presented in this letter:

Signed:

Date

1-18-05

(LoneFir Cem Add-On011805)