

June 21, 2016

**SENT VIA EMAIL AND FIRST-CLASS MAIL**

Gary Barth, Director  
Clackamas County Business and Community Services  
150 Beaver Creek Road, 4<sup>th</sup> Floor  
Oregon City, OR 97045  
GaryBar@co.clackamas.or.us

Re: City of Gladstone Proof of Use Certification and Capital Plan for New Library

Dear Mr. Barth:

This office serves as city attorney for the City of Gladstone. As you know, the county previously provided to the city \$1,000,000 (of a total obligated amount of \$2.5M) as a "Capital Contribution" in accordance with the April 2011 IGA between the city and the county (the "Capital IGA"). Per the county's request under Section 2.3 of the Capital IGA, I am enclosing documentation regarding the capital expenditures the city made relative to the initial \$1M Capital Contribution.

As you will see, the city spent most of the money on designs for a new library (TNA Architecture). The balance of the \$1M (plus additional city monies) was spent on related professional services (civil engineering, planning services through Clackamas County, construction management services and financing services). As such, on behalf of the city, I certify that Gladstone spent the previous \$1M Capital Contribution for purposes permitted by Section 2.2 of the Capital IGA.

In addition, please find enclosed a capital plan identifying how the city will spend the remaining \$1,500,000 the county owes it in accordance with the Capital IGA. Having submitted this capital plan, pursuant to Section 1.3 of the Capital IGA the city expects to receive the remaining \$1.5M from the county no later than 60 days from the date of this letter (August 20, 2016).

Sincerely,



David F. Doughman

DFD/yh

Enclosures

cc: Eric Swanson (via email)  
Linda Lewis (via email)  
Chris Storey (via email)

# General Ledger

## Detailed Trial Balance

User: GRAY  
 Printed: 04/14/2016 - 10:23 AM  
 Period: 01 to 14, 2011



Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
006	LIBRARY CAPITAL FUND					
EXPENSE						
006-006						
006-006-634200	NEW LIB - ARCHITECT	200,000.00				
8/31/2010	AP 2 11 08401P - THA Architectures			32,012.60	0.00	
9/30/2010	AP 3 14 08401P - THA Architectures			8,233.48	0.00	
11/30/2010	AP 5 13 08401P - THA Architectures			49,845.75	0.00	
2/28/2011	AP 8 9 046691 - Mackay & Sposito			6,684.00	0.00	
2/28/2011	AP 8 9 08401P - THA Architectures			36,216.91	0.00	
2/28/2011	AP 8 9 08401P - THA Architectures			49,858.95	0.00	
2/28/2011	AP 8 9 08401P - THA Architectures			20,924.31	0.00	
2/28/2011	AP 8 9 046691 - Mackay & Sposito			6,262.00	0.00	
2/28/2011	AP 8 9 046691 - Mackay & Sposito			960.00	0.00	
3/31/2011	AP 9 11 01576 - Clackamas County of			27,535.83	0.00	
3/31/2011	AP 9 12 08401P - THA Architectures			58,618.42	0.00	
3/31/2011	AP 9 12 08401P - THA Architectures			66,771.32	0.00	
5/31/2011	AP 11 3 08401P - THA Architectures			81,387.37	0.00	
5/31/2011	AP 11 12 04378 - Lancaster Engineering			814.00	0.00	
6/30/2011	AP 12 16 08401P - THA Architectures			77,605.33	0.00	
6/30/2011	AP 12 16 08401P - THA Architectures			78,009.37	0.00	
006-006-634200 Totals:						
NEW LIB - CONSTR PROJECT MINGR		200,000.00	0.00	601,739.64	0.00	601,739.64
Var: -401,739.64		200,000.00				
NEW LIB - CONSTR PROJECT MINGR		200,000.00				
12/31/2010	AP 6 9 03550L - Heery International Inc			11,405.00	0.00	
12/31/2010	AP 6 9 03550L - Heery International Inc			22,810.80	0.00	
2/28/2011	AP 8 9 03550L - Heery International Inc			11,405.00	0.00	
2/28/2011	AP 8 9 03550L - Heery International Inc			11,405.00	0.00	
3/31/2011	AP 9 12 03550L - Heery International Inc			2,850.00	0.00	
3/31/2011	AP 11 3 03550L - Heery International Inc			3,480.00	0.00	
3/31/2011	AP 11 3 03550L - Heery International Inc			11,405.00	0.00	
3/31/2011	AP 11 12 03550L - Heery International Inc			11,405.00	0.00	
6/30/2011	AP 12 16 03550L - Heery International Inc			11,405.00	0.00	
6/30/2011	AP 12 16 03550L - Heery International Inc			11,405.00	0.00	

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
006-006-634400	006-006-634300 Totals:	200,000.00	0.00	97,570.00	0.00	97,570.00
	NEW LIB - FINANCIAL ADVISOR	70,000.00				
006-006-634500	006-006-634400 Totals:	70,000.00	0.00	0.00	0.00	0.00
	NEW LIB - CONSTRUCTION	9,000,000.00				
006-006-634700	006-006-634500 Totals:	9,000,000.00	0.00	0.00	0.00	0.00
	NEW LIB - FURNITURE & EQUIP	400,000.00				
006-006-634900	006-006-634700 Totals:	400,000.00	0.00	0.00	0.00	0.00
	NEW LIB - MISCELLANEOUS	130,000.00				
5/31/2011 AP	11 3 01146 - Carlson Testing Inc			8,890.00	0.00	
5/31/2011 AP	11 3 04260 - Kittelson & Assoc			1,753.78	0.00	
5/31/2011 AP	11 3 04378 - Lancaster Engineering			654.00	0.00	
5/31/2011 AP	11 3 04378 - Lancaster Engineering			5,200.00	0.00	
5/31/2011 AP	11 3 04669f - Mackay & Sposito			550.00	0.00	
6/30/2011 AP	12 15 02811M - Family Homes of Oregon			450.00	0.00	
6/30/2011 AP	12 16 04260 - Kittelson & Assoc			770.22	0.00	
6/30/2011 AP	12 16 04260 - Kittelson & Assoc			1,076.00	0.00	
6/30/2011 AP	12 16 04669f - Mackay & Sposito			550.00	0.00	
	006-006-634900 Totals:	130,000.00	0.00	19,894.00	0.00	19,894.00
	006-006 EXPENSE Totals:	10,000,000.00	0.00	719,203.64	0.00	719,203.64
	EXPENSE Totals:	10,000,000.00	0.00	719,203.64	0.00	719,203.64
	006 Totals:	-10,000,000.00	0.00	719,203.64	0.00	719,203.64
	Report Totals:	-10,000,000.00	0.00	719,203.64	0.00	719,203.64



# General Ledger

## Detailed Trial Balance

User: gray  
 Printed: 04/14/2016 - 10:23 AM  
 Period: 01 to 14, 2012



Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
006	LIBRARY CAPITAL FUND					
006-006-634200	EXPENSE					
006-006-634200	NEW LIB - ARCHITECT	888,919.00				
2/29/2012	AP 8 08401P - THA Architectures			19,570.38	0.00	
				CK# 70075		
2/29/2012	AP 8 08401P - THA Architectures			24,161.60	0.00	
				CK# 70075		
3/31/2012	AP 9 08401P - THA Architectures			115,451.24	0.00	
				CK# 70300		
3/31/2012	AP 9 08401P - THA Architectures			6,630.00	0.00	
				CK# 70300		
4/30/2012	AP 10 08401P - THA Architectures			121,048.01	0.00	
				CK# 70536		
5/31/2012	AP 11 08401P - THA Architectures			18,536.45	0.00	
				CK# 70790		
5/31/2012	AP 11 08401P - THA Architectures			72,420.17	0.00	
				CK# 70790		
	<b>Totals:</b>	888,919.00	0.00	377,817.85	0.00	377,817.85
006-006-634300	NEW LIB - CONSTR PROJECT MNGR	130,540.00				
8/31/2011	AP 2 03550L - Heery International Inc			11,405.00	0.00	
				CK# 68480		
9/30/2011	AP 3 03550L - Heery International Inc			2,780.00	0.00	
				CK# 68749		
11/30/2011	AP 5 03550L - Heery International Inc			7,345.00	0.00	
				CK# 69382		
2/29/2012	AP 8 03550L - Heery International Inc			11,405.00	0.00	
				CK# 70006		
2/29/2012	AP 8 03550L - Heery International Inc			11,405.00	0.00	
				CK# 70006		
4/30/2012	AP 10 03550L - Heery International Inc			4,070.00	0.00	
				CK# 70328		
4/30/2012	AP 10 03550L - Heery International Inc			11,405.00	0.00	
				CK# 70460		
5/31/2012	AP 11 03550L - Heery International Inc			14,007.50	0.00	
				CK# 70714		
5/31/2012	AP 11 03550L - Heery International Inc			11,405.00	0.00	
				CK# 70714		
	<b>Totals:</b>	130,540.00	0.00	85,227.50	0.00	85,227.50
006-006-634400	NEW LIB - FINANCIAL ADVISOR	50,000.00				
8/31/2011	AP 2 07777 - Seattle-Northwest Securities			958.50	0.00	
				CK# 68636		
2/29/2012	AP 8 07777 - Seattle-Northwest Securities			1,650.75	0.00	
				CK# 70062		
2/29/2012	AP 8 07777 - Seattle-Northwest Securities			1,321.50	0.00	
				CK# 70062		
	<b>Totals:</b>	50,000.00	0.00	3,930.75	0.00	3,930.75
006-006-634500	NEW LIB - CONSTRUCTION	7,932,770.00				
	<b>Totals:</b>	7,932,770.00	0.00	3,930.75	0.00	3,930.75

GL - Detailed Trial Balance (04/14/2016 - 10:23 AM)

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
006-006-634700	006-006-634500 Totals: NEW LIB - FURNITURE & EQUIP	7,932,770.00 301,512.00	0.00	0.00	0.00	0.00
	Var: 7,932,770.00					
006-006-634900	006-006-634700 Totals: NEW LIB - MISCELLANEOUS	301,512.00 239,046.00	0.00	0.00	0.00	0.00
	Var: 301,512.00					
8/31/2011 AP	2 11 00507M - Arts Action Alliance Foundatio	CK# 68513				
10/31/2011 AP	4 9 04260 - Kittelson & Assoc	CK# 69072		1,542.00	0.00	
5/31/2012 AP	11 9 01146 - Carlson Testing Inc	CK# 70668		356.44	0.00	
				1,200.00	0.00	
	006-006-634900 Totals:		0.00	3,098.44	0.00	3,098.44
	Var: 235,947.56					
	006-006 EXPENSE Totals:	9,542,787.00	0.00	470,074.54	0.00	470,074.54
	EXPENSE Totals:	9,542,787.00	0.00	470,074.54	0.00	470,074.54
	006 Totals:	-9,542,787.00	0.00	470,074.54	0.00	470,074.54
	Report Totals:	-9,542,787.00	0.00	470,074.54	0.00	470,074.54



# General Ledger

## Detailed Trial Balance

User: gray  
 Printed: 04/14/2016 - 10:25 AM  
 Period: 01 to 14, 2013



Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
006	LIBRARY CAPITAL FUND					
006-006	EXPENSE					
006-006-634200	NEW LIB - ARCHITECT	501,961.00	0.00	3,370.00	0.00	3,370.00
10/31/2012	AP 4 9 08401P - THA Architectures					
		CR# 71825				
006-006-634300	NEW LIB - CONSTR PROJECT MNGR	69,398.00	0.00	0.00	0.00	0.00
006-006-634400	NEW LIB - FINANCIAL ADVISOR	46,070.00	0.00	0.00	0.00	0.00
006-006-634400 Totals:		46,070.00	0.00	0.00	0.00	0.00
006-006-634500	NEW LIB - CONSTRUCTION	7,912,753.00	0.00	1,500,000.00	0.00	1,500,000.00
5/31/2013	AP 11 79 01641 - Clackamas County Library District					
		CR# 73369				
006-006-634500 Totals:		7,912,753.00	0.00	1,500,000.00	0.00	1,500,000.00
006-006-634700	NEW LIB - FURNITURE & EQUIP	360,000.00	0.00	0.00	0.00	0.00
006-006-634900	NEW LIB - MISCELLANEOUS	224,633.00	0.00	0.00	0.00	0.00
006-006-634900 Totals:		224,633.00	0.00	0.00	0.00	0.00
006-006-635100	REIMBURSE URBAN RENEW FUND	393,186.00	0.00	0.00	0.00	0.00
006-006-635100 Totals:		393,186.00	0.00	0.00	0.00	0.00
006-006 EXPENSE Totals:		9,508,001.00	0.00	1,503,370.00	0.00	1,503,370.00
EXPENSE Totals:		9,508,001.00	0.00	1,503,370.00	0.00	1,503,370.00
006 Totals:		-9,508,001.00	0.00	1,503,370.00	0.00	1,503,370.00

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
	Report Totals:					
		-9,508,001.00	0.00	1,503,370.00	0.00	1,503,370.00



## New Library Development Design Expenditures 2001 - 2013

2011		2012	
Architect:		Architect:	
Company	amount		
THA Architectures	32,012.60	THA Architectures	19,570.38
THA Architectures	8,233.48	THA Architectures	24,161.60
THA Architectures	49,845.75	THA Architectures	115,451.24
THA Architectures	6,684.00	THA Architectures	6,630.00
THA Architectures	36,216.91	THA Architectures	121,048.01
THA Architectures	49,858.95	THA Architectures	18,536.45
THA Architectures	20,924.31	THA Architectures	72,420.17
MacKay & Sposito	6,262.00	Total:	377,817.85
MacKay & Sposito	960.00		
Clackamas County	27,535.83	Construction:	
THA Architectures	58,618.42	Heery International	11,405.00
THA Architectures	66,771.32	Heery International	2,780.00
THA Architectures	81,387.37	Heery International	7,345.00
Lancaster Engineering	814.00	Heery International	11,405.00
THA Architectures	77,605.33	Heery International	11,405.00
THA Architectures	78,009.37	Heery International	4,070.00
		Heery International	11,405.00
Total	601,739.64	Heery International	14,007.50
		Heery International	11,405.00
Construction:		Total:	85,227.50
Heery International	11,405.00		
Heery International	22,810.00	Financial Advisor:	
Heery International	11,405.00	Seattle-Northwest Securities	958.50
Heery International	11,405.00	Seattle-Northwest Securities	1,650.75
Heery International	2,850.00	Seattle-Northwest Securities	1,321.50
Heery International	3,480.00	Total:	3,930.75
Heery International	11,405.00		
Heery International	11,405.00	Miscellaneous:	
Heery International	11,405.00	Arts Action alliance foundation	1,542.00
		Kittelson & Assoc.	356.44
Total	97,570.00	Carlson Testing Inc.	1,200.00
Miscellaneous:		Total:	3,098.44
Carlson Testing, Inc.	8,890.00	<b>Total in 2012:</b>	<b>470,074.54</b>
Kittelson & Assoc.	1,753.78		
Lancaster Engineering	654.00		
Lancaster Engineering	5,200.00		
MacKay & Sposito	550.00		
Family Homes of Oregon	450.00		
Kittelson & Assoc.	770.22		
Kittelson & Assoc.	1,076.00		
MacKay & Sposito	550.00		
Total:	19,894.00		
<b>Total in 2011:</b>	<b>719,203.64</b>		

### New Library Development Design Expenditures 2001 - 2013

<b>2013</b>			
Architect:			
THA Architectures	3,370.00		
<b>Total in 2013:</b>	<b>3,370.00</b>		
<b>Grand total:</b>	<b>1,192,648.18</b>		



**MACKENZIE.**

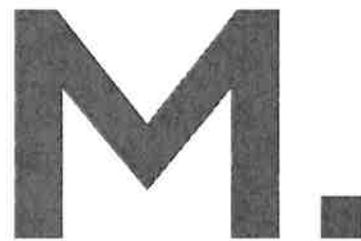
DESIGN DRIVEN | CLIENT FOCUSED

# Gladstone Library and City Hall

## Capital Plan

City of Gladstone, Oregon

5/27/2016



**OUR HISTORY. OUR FUTURE. OUR PROMISE.**

The values of our founder, Tom Mackenzie, remain the hallmarks of our firm.

Upon this foundation we have, steadily and intentionally, built leaders in architecture, interiors, engineering, and planning, focused on delivering the highest level of design excellence in service to our clients.

This mark is our signature and our promise.

# PROJECT OVERVIEW/ SCOPE

## EXECUTIVE SUMMARY

Public facility design, specifically city halls and libraries, are unique in that the building and all its functions are integral to efficient and effective operations. It is imperative that the building is designed not only for the staff that work in the facility, but the customers visiting city staff, paying bills or using library resources.

The following encompasses the primary tasks requested by the City of Gladstone to validate the proposed project:

- Existing Facility Assessment
- Program Validation
- Site Plan Development and General Building Configuration
- Cost Development
- Project Schedule

Following is a schedule outlining major phases, tasks and critical milestones and their approximate durations, based on an understanding that the City is interested in having project completed as expeditiously as possible.

## PROCESS AND METHODOLOGY

Mackenzie employed programming, communication, consensus-building, and goal-setting techniques to establish the preliminary findings of this plan. These elements will be expanded and refined as the design process broadens and includes more stakeholders, particularly through public outreach and engagement with the Oaklodge Library staff and Oaklodge Library Patrons.

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# EXISTING FACILITY ASSESSMENT

Mackenzie toured the existing facilities for the City Hall and Library as part of previous efforts to examine and document current space deficiencies, operations, building systems, and the structural integrity of the existing buildings.

The primary focus of this effort concentrated on examination and documentation of existing infrastructure, building access and circulation, parking, ADA compliance and life safety compliance.

Primary concerns noted through evaluation of the existing facility include:

- Several areas are deficient meeting ADA requirements
- The existing facilities have inadequate space and there is limited ability to expand in their current configuration

## PROGRAM VALIDATION

In conjunction with examination of present conditions, Mackenzie worked with the City of Gladstone staff to better understand the current space needs and those projected based on future need. Area requirements for the City Hall portion of the building were defined based on direction from City staff and the Library portion of the building were developed with specialty library consultant, Fred Gast and Librarian Linda Lewis. The team developed a program matrix that identified the required spaces, and their associated required square footage requirements. The program takes into account specific functional spaces, and support areas, adding a grossing factor for circulation space, interior wall thicknesses and exterior wall assembly to provide an overall building size. It has been determined that the building will be 3-stories, with 7,500sf floor plates to achieve approximately 22,500sf. Once the project moves into the next phase, the program will be refined with a greater level of detail to help steer development of the design of the facility.

### BUILDING REQUIREMENTS SUMMARY

<b>City Hall</b>	6,578 SF
<b>Library</b>	13,338 SF
<b>Building Support (Elec. &amp; HVAC)</b>	2,584 SF
<b>TOTAL</b>	<b>22,500 SF</b>

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Space / Room Use	Staffing Requirements		Space Requirements		Space Size		Room Type	Total Required Square Footage		Comments
	Exist	Future	Exist	Future	W	L		Area	Exist	
<b>Gladstone City Hall &amp; Library</b>										
City Hall									6,578	
Library									13,338	
Collections									4,470	
Services									3,200	
Library Support									4,030	
Building Support									2,584	
<b>TOTAL BUILDING SQUARE FOOTAGE</b>									<b>22,500</b>	
<b>BUILDING FOOTPRINT</b>									<b>7,500</b>	Based on a three story building
<b>TOTAL EXTERIOR REQUIREMENTS</b>									<b>53,448</b>	1.23
<b>TOTAL SITE REQUIREMENTS</b>									<b>60,948</b>	1.40

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Space / Room Use	Staffing Requirements		Space Requirements		Space Size		Room Type	Total Required Square Footage		Comments	
	Exist	Future	Exist	Future	W	L		Area	Exist		Future
<b>City Hall</b>											
<b>Administration</b>											
Council Chamber							1,200			1,200	
Open Staff Office							3,370			3,370	
Public Waiting							800			800	
<i>Group Total</i>										5,370	
<b>Support</b>											
Public Restrooms							400			400	3x stalls, 2x lavatories; Third Floor
<i>Group Total</i>										400	
<b>SUBTOTAL</b>										5,770	
<b>CIRCULATION AND GROSSING</b>										808	
<b>TOTAL SQUARE FOOTAGE (Administration and Support)</b>										<b>6,578</b>	
<b>Library</b>											
<b>Collections</b>											
Collections/ Reading							3,370			3,370	
Children's/ Reading Area							1,100			1,100	
<i>Group Total</i>										4,470	
<b>Services</b>											
Programs Room							700			700	
Library Services/ Study Room							2,500			2,500	
<i>Group Total</i>										3,200	
<b>Library Support</b>											
Public Restrooms							400			400	3x stalls, 2x lavatories; Colocate/Adjacent to Public
Staff/ Work Rooms							2,000			2,000	
Atrium/ Entry							630			630	
Library Support/ Storage							1,000			1,000	
<i>Group Total</i>										4,030	
<b>SUBTOTAL</b>										11,700	
<b>CIRCULATION AND GROSSING</b>										1,638	
<b>TOTAL SQUARE FOOTAGE (Collections, Services, and Library Support)</b>										<b>13,338</b>	
<b>Building Support</b>											
<b>Mechanical/ Electrical</b>											
Equipment/ Housekeeping							1,000			1,000	
Electrical							250			250	
Elevator Machine							150			150	
Mechanical, HVAC							450			450	
<i>Group Total</i>										1,850	
<b>SUBTOTAL</b>										1,850	
<b>CIRCULATION AND GROSSING</b>										734	
<b>TOTAL SQUARE FOOTAGE (Mechanical/ Electrical)</b>										<b>2,584</b>	

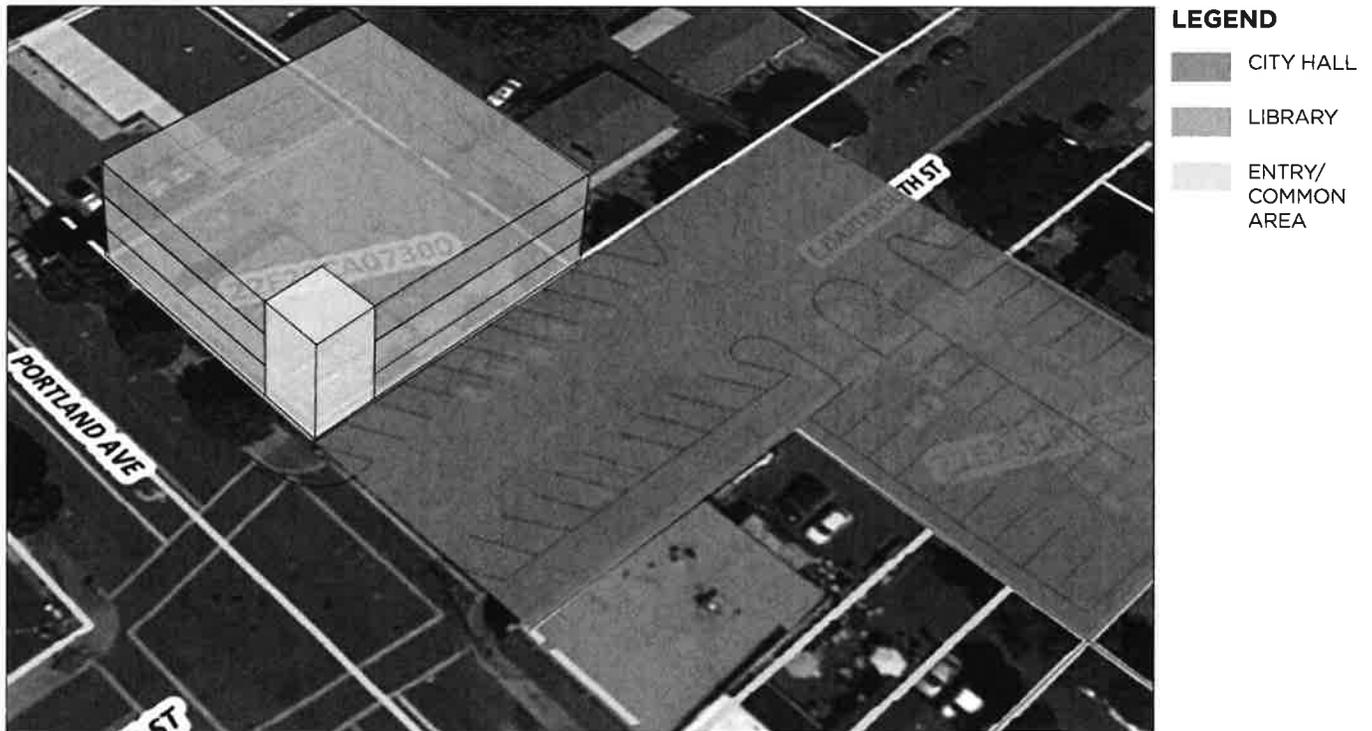
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Space / Room Use	Staffing Requirements		Space Requirements		Space Size			Room Type	Total Required Square Footage		Comments
	Exist	Future	Exist	Future	W	L	Area		Exist	Future	
<b>Exterior Requirements</b>											
<b>Parking</b>											
Parking			70		9	18	162			11,340	
<i>Group Total</i>			70							11,340	
<b>Site Elements</b>											
Generator							480			480	
Trash / Recycling							192			192	
Plaza							1,350			1,350	
<i>Group Total</i>										2,022	
<b>SUBTOTAL</b>										13,362	
<b>GENERAL CIRCULATION (300%)</b>										40,086	
<b>TOTAL SQUARE FOOTAGE (Exterior Requirements)</b>										53,448	

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# SITE PLAN DEVELOPMENT AND GENERAL BUILDING CONFIGURATION

Based on the outcome of the building program and selection of the existing City Hall and Library sites, a preliminary site plan concept and building configuration was developed to illustrate the proposed site layout. The general strategy is to locate City Hall program elements on the third floor, with the Library functions on the first and second floor. A common entry and lobby will allow users to enter building and orient themselves before deciding to enter into the library or continue up to the City Hall offices.



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# COST AND SCHEDULE

Based on the findings of Mackenzie's analysis, the overall projected facility costs are forecast to be \$10,371,881.

A schedule outlining major phases has been provided with tasks, critical milestones and their approximate durations, based on an understanding that the City is interested in having the project completed as expeditiously as possible.

The following cost summary outlines the estimated total development cost, including construction costs, design costs and owner costs.

Development costs of a project are not limited to construction costs alone and require consideration of other variables. These variables differ between new construction and renovation or expansion, and invariably change from one project to the next depending on site conditions, existing building conditions, building codes, seismic zones and the environment of the construction industry. Differences between estimates arise depending on the design approach, construction costs, and design and engineering costs. Owner costs for furniture, fixtures and equipment are often constant, based on a predetermined budget set by the Owner. The costs have been forecast and distributed to City Hall and Library based on costs attributed by square footage or specific allocation.

GLADSTONE LIBRARY AND CITY HALL	
Demolition Cost - Building	\$248,400
Construction Cost - Building	\$5,568,750
Construction Cost - Site	\$218,896
Construction Cost - Street Improvements	\$515,958
<b>TOTAL CONSTRUCTION COST</b>	<b>\$8,299,555</b>
Contingency	\$1,310,401
Inflation	\$314,496
1.5% For Green Technology	\$122,654
<b>Total Consultant Cost</b>	<b>\$1,251,574.00</b>
<b>Total Owner Cost</b>	<b>\$820,753</b>
<b>TOTAL PROJECT COST RANGE</b>	<b>\$10,371,881</b>

## Source of Money

Funding for the project is anticipated to come from essentially three sources: 1. \$1.5M from the "Capital IGA"; 2. The approximate \$1.1M in savings the county has accumulated, relative to the Oak Lodge Library; 3. The City's issuance of debt for the remaining Library costs, to be paid back over a twenty-year period utilizing district tax revenues. Costs for Library and City Hall will be tracked and kept separate to ensure proper allocation of funding sources.

**Construction costs** reflect the raw costs incurred by a general contractor for overhead and profit, bonding and insurance, securing of materials, and general construction of the site and building. In addition to the identified construction costs, a design contingency is recommended to ensure dollars are carried through construction for owner changes, design omissions, unforeseen conditions or jurisdictional requirements, among others. A Construction Cost contingency has been calculated in the Project Cost Summaries, shown on the following page.

**Consultant costs** reflect the costs incurred for project management and design of the project from concept through construction administration. Though design fees can vary, these costs are generally factored using a fee based on the construction costs for the project. In addition to architectural and engineering services, costs include marketing materials and required services such as topographical surveys and special inspections. A contingency is provided for this category for any unforeseen or additionally requested design services throughout the project.

**Owner costs** reflect the costs generally incurred directly by the owner throughout the project. This includes all items the owner may wish to contract separately from the general construction of the project. Additional owner-related costs include relocation into the new facility, legal documentation and counsel for project documents and issuances, and jurisdictional fees associated with design review, building permits, SDCs, TIF fees and BOLI fees. A contingency is provided in this category for any unforeseen or undefined costs not currently represented.

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# Gladstone Public Facility Improvements Cost Summary

New Public Library and City Hall

5/13/2016

Comments

Construction Cost of Facility	Library	City Hall	Total	
Demolition Hardcost*	\$176,637	\$71,763	\$248,400	\$11.04 per BLDG SF
Construction Hardcost*	\$3,959,938	\$1,608,812	\$5,568,750	\$247.50 per BLDG SF
Site Development Hardcost*	\$155,657	\$63,239	\$218,896	\$9.73 per BLDG SF
Offsite Improvement Hardcost*	\$366,898	\$149,060	\$515,958	\$22.93 per BLDG SF
<b>Total Hard Costs*</b>	<b>\$4,659,130</b>	<b>\$1,892,874</b>	<b>\$6,552,004</b>	<b>\$291.20 per BLDG SF</b>
Design and Construction Contingency	\$931,826	\$378,575	\$1,310,401	20% of Combined Hard Costs
Inflation	\$223,638	\$90,858	\$314,496	4% of GC Cost (1 year)
1.5% for Green Technology	\$87,219	\$35,435	\$122,654	State of Oregon Requirement
<b>Total Construction Costs</b>	<b>\$5,901,813</b>	<b>\$2,397,741</b>	<b>\$8,299,555</b>	<b>\$368.87 per BLDG SF</b>

Consultants Costs				
A/E Design and Construction - Base Services	\$663,954	\$269,746	\$933,700	11.25% of Total Construction Cost
A/E LEED Design and Documentation	\$66,395	\$26,975	\$93,370	10% of A/E Design and Construction - Base Services
Reimbursables	\$33,198	\$13,487	\$46,685	5% of fee
Marketing Materials	\$3,556	\$1,445	\$5,000	Allowance
Topo and Boundary Survey	\$5,333	\$2,167	\$7,500	Allowance
Special Inspections	\$17,778	\$7,223	\$25,000	Allowance
Geotechnical Services	\$10,667	\$4,334	\$15,000	Allowance
Environmental Services	\$0	\$0	\$0	N/A
Hazardous Material Survey/Testing	\$5,689	\$2,311	\$8,000	Allowance
Commissioning	\$21,333	\$8,667	\$30,000	Recommended, Not required
Arborist	\$0	\$0	\$0	N/A
<b>Subtotal - Consultants</b>	<b>\$827,902</b>	<b>\$336,353</b>	<b>\$1,164,255</b>	
Consultants Contingency	\$62,093	\$25,226	\$87,319	7.50%
<b>Total Consultants Costs</b>	<b>\$889,994</b>	<b>\$361,580</b>	<b>\$1,251,574</b>	<b>\$55.63 per BLDG SF</b>

Owner Costs				
Land Acquisition	\$0	\$0	\$0	N/A
Fixtures, Furniture & Equipment (FF&E)	\$215,997	\$87,753	\$303,750	\$13.50 per SF Allowance
Shelving	\$124,443	\$50,558	\$175,000	Allowance
Fitness Equipment	\$0	\$0	\$0	N/A
Telephone/Data Equipment	\$71,999	\$29,251	\$101,250	\$4.50 per SF Allowance
LEED Registration	\$1,778	\$722	\$2,500	
Moving Allowance	\$10,667	\$4,334	\$15,000	Allowance
Temporary Facilities	\$0	\$0	\$0	TBD
Permit / SDC Fees	\$118,036	\$47,955	\$165,991	Building Permits - 2% of Total Construction Cost
<b>Subtotal - Owner Costs</b>	<b>\$542,919</b>	<b>\$220,573</b>	<b>\$763,491</b>	
Owner Contingency	\$40,719	\$16,543	\$57,262	7.50% of Owner Costs
<b>Total Owner Costs</b>	<b>\$583,637</b>	<b>\$237,116</b>	<b>\$820,753</b>	<b>\$36.48 per BLDG SF</b>

<b>Total Project Cost</b>	<b>\$7,375,445</b>	<b>\$2,996,437</b>	<b>\$10,371,881</b>	<b>\$460.97 per BLDG SF</b>
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Building Size: 22,500 SF\*\*

\*Includes General Contractor Margins

\*\* Original Cost Estimate based on 20,250 sf. Total Cost has been fixed, and per sf allowances have been adjusted.

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