



Brooks Resources Corporation

Development Services Project Scope & Proposal
Deschutes Public Library
Central Library Project

April 26, 2021

Prepared for:

Todd Dunkelberg, Deschutes Public Library

Prepared by:

Valerie Yost, Brooks Resources Corp.

Proposed Scope & Estimate of Brooks Resources Planning Services

1. Text/ Plan Amendment Preparation

A text amendment to allow DPL to proceed with the central library project ahead of the City Area Plan or a Master Plan is the first process DPL must go through to move forward with the project. Brooks Resources will take the lead on the text amendment, which could take 1-2 months to coordinate with adjoining property owner on map designations and prepare applications, and up to 6 months to process through city. Anticipated services include:

- o participating in meetings with City staff and neighboring owners to coordinate land use path forward
- o preparing text amendment and plan amendment language
- o draft written narrative in support of application
- o preparing, directing and assembling supporting application materials
- o attending and presenting at land use hearings in front of Planning Commission and City Council

Estimated Hours: 80 hours

Estimated Fee: ██████████

2. Site Plan/ Annexation/ Framework plan. Following a successful text/ plan amendment, DPL can proceed with a site plan, including a framework plan for the OB Riley Subarea, and annexation.

Timing for this phase is dependent upon selection of the architect and engineer of record and preparation of preliminary site and building plans adequate for land use review. While this work is underway, we anticipate it will take a minimum of 3 months to work through the issues and designs with other property owners to arrive at a mutually agreeable conceptual framework plan for the rest of the subarea, as well as coordinating with ODOT on Highway 20 improvements. This phase can be submitted prior to completion of the text/ plan amendment but is reliant upon successful completion to gain approval. Anticipated 6 months processing time by the city after submittal. Anticipated services include:

- o Reviewing site plan and undeveloped land plan (from Architect of record)
- o Coordinating Sewer/ Water analysis with engineer of record
- o Coordinating and reviewing Traffic Impact Analysis
- o Negotiating ODOT – TPR mitigation plan/ payment
- o Attending and presenting at required neighborhood public meeting

- o Coordinating Preparation of “framework” street and utility plan with engineer of record
- o Preparing written narrative in support of site plan and annexation applications (which includes zone change)
- o Attending and presenting at land use hearings in front of Planning Commission and City Council

Estimated Hours: 100 hours

Estimated Fee: ██████████

Please note: This scope and proposal supersedes the previous proposal dated March 31, 2021, which will become void on the date this agreement has been signed by all parties.

Accepted by:

Deschutes Public Library

Todd Dunkelberg

Signature

4/27/21

Date

Library Director

Title

Brooks Resources Corporation

Signature

Date

Title