

Lowell City Council
Special Meeting, Work Session, and Executive Session
Tuesday, August 3, 7:00 pm
Maggie Osgood Library, 70 N. Pioneer Street

Call to Order/Roll Call

Councilors: Mayor Bennett ___ Harris ___ Stratis ___ Myers ___

Approval of the Agenda

Special Meeting

1. Motion to approve Resolution 769, "A resolution to authorize the issuance of a city credit card to the City Clerk under the City of Lowell General Account."
2. Motion to approve the "Professional Services Proposal" from Historical Research Associates, Inc. for a cultural resources inventory in the amount of \$10,139.

Adjourn the Special Meeting. The Work Session will immediately follow the Special Meeting.

Work Session

The work session is being held for the City Council to receive background information on City business and to give Council members an opportunity to ask questions and express their individual views. No decisions are made, and no votes are taken on any agenda item. The public is invited to attend, however, there is no public comment period.

1. Review task outline and fee estimate for landscape architecture services from Dougherty Landscape Architects for the Rolling Rock Parks improvements project.
2. Review cost estimates from Graham Landscaping for landscaping work around the city.
3. Update and discussion on recruitment process for vacant City Council position.

<p>The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Clerk, Joyce Donnell, at 541-937-2157.</p>
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Adjourn the Work Session. The Executive Session will immediately follow the Work Session.

Executive Session

Executive Sessions are closed to the public. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

1. To conduct deliberations with persons designated by the governing body to negotiate real property transactions, pursuant to ORS 192.660(2)(e).

Adjourn the Executive Session.

Agenda Item Sheet
City of Lowell City Council



Type of item:	Resolution
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Item title/recommended action:

Motion to approve Resolution 769, "A resolution to authorize the issuance of a city credit card to the City Clerk under the City of Lowell General Account."

Justification or background:

Staff are requesting City Council authorization to issue a city credit card to the new City Clerk. Credit card use is necessary for the City Clerk to make small procurements, such as office supplies, software subscriptions, and so on. The monthly purchase limit is \$2,500.

Budget impact:

N/A

Department or Council sponsor:

Administration

Attachments:

Resolution 769

Meeting date:	08/03/2021
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CITY OF LOWELL, OREGON

RESOLUTION 769

**A RESOLUTION TO AUTHORIZE THE ISSUANCE OF
A CITY CREDIT CARD TO THE CITY CLERK UNDER
THE CITY OF LOWELL GENERAL ACCOUNT.**

WHEREAS the City Council for the City of Lowell finds it necessary for City Clerk Samantha Dragt to be issued a city credit card for us in the day-to-day business of the city; now therefore

BE IT RESOVLED that the City of Lowell City Council authorizes City Clerk Samantha Dragt to be issued a city credit card under the City of Lowell General Account; and

BE IT FURTHER RESOLVED that City Clerk Samantha Dragt is required to adhere to the City Council's financial policies and any further direction by the City Administrator for using the issued credit card.

Adopted by the City Council this 3rd day of August 2021.

AYES: ____

NAYS: ____

APPROVED: _____
Don Bennett, Mayor

ATTEST: _____
Jeremy Caudle, City Recorder

Agenda Item Sheet
City of Lowell City Council



Type of item:	Procurement
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Item title/recommended action:

Motion to approve the "Professional Services Proposal" from Historical Research Associates, Inc. for a cultural resources inventory in the amount of \$10,139.

Justification or background:

The National Parks Service and Oregon Parks and Recreation are requiring the city of conduct a cultural resources study at Rolling Rock Park. We must complete this requirement prior to receiving the Land and Wildlife Conservation Funds for the Rolling Rock Park project. The attached "Professional Services Proposal" includes archaeological work at the park, along with a report on the consultant's findings, which we will turn in to the Oregon Parks and Recreation Department to satisfy this requirement.

Budget impact:

\$10,139

Department or Council sponsor:

Parks and Recreation

Attachments:

Professional Services Proposal from Historical Research Associates

Meeting date:

08/03/2021



HISTORICAL
RESEARCH
ASSOCIATES, INC.

Scope of Work: Rolling Rock Park CRI

Historical Research Associates, Inc. (HRA) is pleased to present this professional services proposal to the City of Lowell (City) for cultural resources inventory (CRI) associated with the Rolling Rock Park Expansion and Improvements project (the Project). The City will construct new park facilities within the 2.3 acre Rolling Rock Park. The Project is being funded, in part, by a Land & Water Conservation Fund grant. Local Tribes and the Oregon State Historic Preservation Office (SHPO) have requested a CRI of the project area. Due to the park being non-federal public lands, subsurface archaeological investigations will require a state archaeological permit, administered by the SHPO, which could take up to 60 days to receive.

Under the following SOW, HRA proposes to conduct background and archival research, an archaeological field investigation, a compliance-level survey (CLS) of historic-period architectural resources, and provide a technical report following Oregon State Historic Preservation Office (SHPO) guidelines.

Project Management

HRA will coordinate with the City regarding the Project schedule and deliverables, communications with the appropriate agency representatives, and internal management of tasks and products, as needed and appropriate.

Task 1. Background Research and Archaeological Permit

Background and archival research include appropriate research to determine whether cultural resources are located in and around the project area, whether cultural resources are likely to be located in the project area, and to identify the appropriate historical contexts for evaluating the significance of any such resources. HRA staff will conduct an online records search of SHPO's Oregon Archaeological Records Remote Access (OARRA) database and the Oregon Historic Sites Database (OHSD) to determine what previous studies have been conducted within 0.5 miles of the project area, as well as to identify previously recorded archaeological sites, National Register properties, and architectural resources in the Project vicinity. HRA will also review county soil books and aerial photography, as well as historic maps including, but not limited to, General Land Office (GLO) plats, historic USGS 15-minute topographic maps, Metsker maps, Sanborn Fire Insurance

maps, and other pertinent cartographic resources to develop a preliminary impression of the type and number of cultural resources that may be located.

As noted, subsurface archaeological investigations on non-federal public lands in Oregon require a SHPO permit. Permitting involves completion of background and archival research and development of a research design. SHPO requires between 35–60 days to process archaeological permit requests.

Task 2. Field Investigations

HRA will arrange for utility locates to meet the requirements of Oregon’s Underground Utilities regulations.

HRA will conduct a 100-percent archaeological pedestrian survey of the study area, which is estimated to approximately 2.3 acres. Survey transects shall be 10 meters apart or less on average for the survey; however, narrower transects may be used according to the judgment of the field supervisor. The surveyor will seek out and examine all ground exposures (e.g., exposed trails, ditches, root-tips, etc.) for evidence of subsurface features and/or cultural materials. All survey areas will be drawn on a U.S. Geological Survey (USGS) quadrangle map at a scale appropriate to the size of the survey area or recorded using a Global Positioning System (GPS) instrument, utilizing HRA’s standard Data Dictionary.

As needed, the archaeologist will dig shovel probes to check for archaeological materials beneath the ground surface. Up to 12 shovel probes, measuring 30 centimeters (cm) in diameter and spaced on grids at roughly 10-m intervals, will be excavated to a depth of at least 50 cm below the surface (cmbs). Probes may be terminated at shallower depths if the sediments reveal that substantial ground disturbance has previously occurred at a location. All excavated sediments will be screened through 0.25-inch mesh to identify any small cultural items that may be present. The identification of any subsurface cultural materials in a single shovel test will result in the excavation of up to four additional shovel tests in a cruciform pattern at a distance of 5 meters, a.k.a., “radial” probes, to determine resource boundaries. All probes will be completely backfilled and their locations will be plotted on a project map.

If archaeological materials are found, they will be analyzed in the field but not collected. To the extent possible, they will be identified as to type, material, function, and cultural and chronological association. All encountered archaeological materials will be documented on SHPO site and isolate forms. Electronic archaeological site and isolate forms will be submitted to SHPO for review and assignment of Smithsonian Trinomials for inclusion with the Final Report deliverable. Site boundary polygons, the locations of all features, and all shovel probe locations shall be recorded using GPS technology and shown on a site sketch map. Photographs will be taken to accompany the form and

a sketch map will be prepared showing any intrasite resource patterns and the site in relation to the surrounding topography and developments.

- **Assumption:** The attached cost estimate assumes that no archaeological sites or isolates will be identified during this project. As such, costs associated with curation of such materials are not included. If archaeological materials are encountered, a scope modification may be necessary.

HRA will also conduct a CLS of historic-period architectural resources located within Rolling Rock park. CLSs record information collected from a physical examination of a resource's exterior, include research about the property and ownership history, and provide recommendations as to a resource's eligibility for the National Register under all criteria.

Task 3: Analysis and Draft Inventory Report Preparation

Upon completion of the fieldwork, HRA will notify the City by email of the field results. HRA will prepare a CRI report summarizing the results of the work that reflects professional standards for format and content as expressed in the guidelines prepared by SHPO. All reports and associated deliverables (SHPO cover sheet, report, and appendices, as applicable) will be submitted to the City for comment in electronic format (MS Word and Adobe PDF). The report will include:

- A description of the project and applicable laws and regulations;
- A summary of the results of the background literature and records research;
- The methods used during the fieldwork and the results;
- A description of any cultural materials found;
- A summary assessment of potential effects to identified cultural resources based on our knowledge of the resource type and the extent to which the proposed Project may affect the resource;
- Recommendations for completion of any additional cultural resources compliance obligations stemming from the results of our study;
- Management recommendations for future actions that may be undertaken on the property;
- References cited; and
- Archaeological and or architectural forms entered via SHPO's OARRA or OHSD online portal for City review and comment.

The report will include such tables, maps, photographs, and other graphics as are needed to depict the full scope of the study and results.

Task 4. Final Report

Once the City has responded to the draft inventory forms and report findings, HRA will incorporate any necessary revisions into the final report and online forms. At the request of the client, HRA will submit reports/forms to SHPO via the Go Digital! submission process. At that time, HRA can also submit the associated reports/forms to the area Tribes, if requested.

Schedule

HRA staff will begin background research and permitting upon NTP. The permit will be submitted to SHPO within three weeks of NTP and will require between 35–60 days to process. Fieldwork will commence within one weeks of receipt of the archaeological permit, weather permitting. The draft inventory report will be completed within eight weeks after completion of the fieldwork; a final report will be produced within ten business days after receipt of comments on the draft report. Delays resulting from the actions or inaction of other parties cannot be HRA's responsibility.

Assumptions

HRA proposes to conduct the project on the above schedule, applied on a time and materials basis (see attached spreadsheet). This scope assumes that:

- HRA will have full access to the project area, with approved Rights of Entry (ROE) to conduct subsurface probes.
- For the purposes of this cost estimate, no more than 12 shovel probes will be excavated.
- No archaeological sites or isolates will be found and recorded. As such, the costs associated with curation are not included.
- No more than six architectural resources will be recorded at a compliance-level. HRA assumes the park itself will require evaluation (as a whole).

HISTORICAL RESEARCH ASSOCIATES, INC
Cost Estimate
Rolling Rock Park Cultural Resources Inventory

Labor Category	Rate	Project Management		Task 1 Background Research and Archaeological Permit		Task 2 Field Investigations		Task 3 Analysis and Draft Inventory Report		Task 4 Final Report		PROJECT TOTAL	
		Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total
Principal Architectural Historian - N Perrin	\$131.00	4	\$524	4	\$524	2	\$262	8	\$1,048	2	\$262	20	\$2,620
Principal Archaeologist - E Ragsdale	\$160.00			2	\$320			4	\$640			6	\$960
Archaeologist 3-GIS Specialist - G Frazier	\$115.00			2	\$230			2	\$230			4	\$460
Safety Manager - J Gilpin	\$115.00	2	\$230									2	\$230
Archaeologist 1 - T Harriman	\$80.00			20	\$1,600	8	\$640	24	\$1,920	4	\$320	56	\$4,480
Accounting Specialist - M Stoll	\$84.00	2	\$168									2	\$168
Editor/Production Assistant - D Vogel	\$94.00			2	\$188			2	\$188	1	\$94	5	\$470
Logistics/Production Specialist - J Frank	\$74.00							1	\$74	1	\$74	2	\$148
Project Administrator - B Curtis	\$99.00	2	\$198									2	\$198
Information System Specialist - D Muir	\$130.00	2	\$260									2	\$260
Labor Subtotal		12	\$1,380	30	\$2,862	10	\$902	41	\$4,100	8	\$750	101	\$9,994
Reimbursable Expense	Rate	Units	Total	Units	Total	Units	Total	Units	Total	Units	Total	Units	Total
Travel													
Vehicle Mileage	\$0.560					88	\$49					88	\$49
GPS Unit / Day	\$65.00					1	\$65					1	\$65
Digital Camera Use / Day	\$2.00					2	\$4					2	\$4
Digital Camera Image	\$0.10					200	\$20					200	\$20
Administrative Fee	5%						\$7						\$7
Direct Subtotal							\$145						\$145
TASK TOTAL			\$1,380		\$2,862		\$1,047		\$4,100		\$750		\$10,139

Direct Costs are estimates.

*Per diem will be paid according to IRS regulations.

Project Total

\$10,139

Submitted on

July 8, 2021

Fiscal review:

Bonnie M. Curtis

Bonnie Curtis

Submitted by:

Natalie Perrin

Natalie Perrin

Agenda Item Sheet
City of Lowell City Council



Type of item:	Procurement
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Item title/recommended action:

Review task outline and fee estimate for landscape architecture services from Dougherty Landscape Architects for the Rolling Rock Parks improvements project.

Justification or background:

In 2019, the city solicited competitive proposals from landscape architecture firms for the Rolling Rock Park improvements project. At its October 15, 2019 regular meeting, city council awarded a contract to Dougherty Landscape Architects (DLA) for the project. I have met with David Dougherty, principal of (DLA), to start planning for this project. He sent me the task out line and fee estimate for the project, including design, meetings with city council and the park committee, preparing construction documents, and construction management. The task list and fee estimate is included here for your review. I recommend approval at your regular August meeting. Per the National Park Service, we are not authorized to start any work at the site until the cultural resources study is completed and approved; however, we can start the design phase of the project.

Budget impact:

Total for base services, not to exceed \$45,300. Design phase is \$10,300.

Department or Council sponsor:

Parks and Recreation

Attachments:

7/23/21 email from David Dougherty; 7/23/21 "Task outline and fee estimate."

Meeting date:	08/03/2021
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Jeremy Caudle

From: David Dougherty <Davidd@dladesign.com>
Sent: Friday, July 23, 2021 4:33 PM
To: Jeremy Caudle
Subject: Rolling Rock Park Task Outline and Fee Estimate
Attachments: Rolling Rock Park, City of Lowell.pdf

Jeremy,

I have revised the Task Outline and Fee Estimate based upon your direction below. We will hold off on an electrical engineer until we have that scope defined. Let me know of any other questions you may have. Otherwise, this fee proposal is complete. The areas for base and optional services are shown below.

We look forward to working with you, city staff and the parks committee.

Have a great weekend!

David

David Dougherty, Principal

T: 541 683 5803 | 541 912 1839

Email: DavidD@DLAdesign.com





Date: 23 July 2021

To: Jeremy Caudle, City Administrator
City of Lowell

Re: **Rolling Rock Park Expansion and Improvements, Lowell, OR**
 Task Outline and Fee Estimate for Landscape Architecture Services

Dear Jeremy,

We look forward to continuing the design and planning for the Rolling Rock Park Expansion and Improvements. Our scope of services includes Design Development and Construction Documentation, Bidding and Construction Administration. Per our site meeting this includes: the concrete paths, the playground area, grading, planting and irrigation documentation for the area delineated on the attached plan. This scope of work does not include civil engineering. Should this service be needed, we assume Civil West Engineering can provide within their contract with the city. The services and products below are based upon our discussions and the approach that has been outlined.

Fee Estimate and Task Outline

Phase	Description	Hours	
I.	Design Development Phase		
	• Prepare Base Plans on AutoCAD . This will be a combination of new survey information and previous design documents.	0	12
	• Revise pathway design per our site walk through and in response to survey information.	2	4
	• Prepare sketch options for playground.	8	6
	• Prepare options for shade structure.	6	8
	• Assume (4) joint design review meetings with city council and parks committee during the design development phase. The purpose will be to refine project scope and review cost estimates prior to construction. DLA to prepare for and help facilitate meetings.	16	5
	• Prepare and submit final site plan with all preferred options.	5	8
	• Prepare Cost Estimate and Value engineer if needed.	3	8
	Total Hours for Design Development Phase	40	51
	Estimated Fees for Design Development Phase	\$10,300	
II.	Construction Documentation Phase (preliminary list of products and services)		
	• Illustrative Master Plan / Cover Sheet	1	4
	• Site Demolition and Preparation Plan	1	8
	• Grading and Drainage Plan (civil engineering by Civil West)	12	12
	• Playground and Shade Structure Design and Documentation	8	30
	• Site Plan with Layout and Detail References	4	24
	• Construction Details	8	20
	• Irrigation Plan and Details	1	28
	• Planting Plan and Details	4	24
	• Stormwater planting design and coordination	2	8
	• Project Manual and Specifications (as coordinated with City and Civil West)	20	12
	• Attend 75% completion review meeting.	4	0
	• Coordinate consultant drawings and assemble final package. Submit to City for Building Permit and Bidding Purposes	1	8
	Total Hours for Construction Documentation	66	178
	Estimated Fee for Construction Documentation	\$26,380	

III.	Bid and Construction Administration Phase		
	• Attend and Facilitate pre-bid meeting	6	4
	• Coordinate with design team and prepare addenda as needed during bid period.	0	4
	• Process submittals as needed.	0	4
	• Prepare for and attend pre-construction meeting	4	4
	• Conduct all specified inspections including landscape grading, planting, irrigation, substantial completion and final completion including reports and documentation as needed. (Assume 8 visits)	12	28
	• Process change orders as needed.	0	4
	• Prepare and coordinate "As Built" drawings.	0	4
	Total Hours for Bid and Construction Administration	22	52
	Estimated Fee for Bid and Construction Administration Phase	\$8,060	
	Total Estimate Hours for All Phases	128	281
	Estimated LA Design Fees for All Phases	\$44,740	
	<i>Estimated Reimbursable Expenses</i>	\$560	
	Electrical / Lighting Engineering Fees (Not Included, TBD)		
	Total Project Fees For Base Services (not to exceed)	\$45,300	

Optional Services

• Design and Document improvements for area north of park expansion area. See attached diagram for scope. This includes concrete amphitheater seating (or approved options), grading, irrigation for the core area, possible walkway improvements and landscaping. Design process would be same as is listed above.	\$12,000
• Additional Meetings not listed in base services above.	\$600/each

Notes:

- 1 Fees will be billed monthly on an hourly basis and will not exceed the totals indicated.
- 2 Above mentioned design fees are for scope of work as indicated and shown on original site plan. Additional scope of work would be performed at the hourly rates.
- 3 Reimbursable expenses i.e. printing, postage and materials will be billed on an at cost basis. Travel is billed per mile at the standard rate.
- 4 Fees do not include wetland fill applications or related documentation.
- 5 Fees do not include civil engineering. This service will be provided as needed by Civil West and contracted directly with the city.

Jeremy, thanks again for this opportunity to work with you. Please contact me should you have any questions or would like to adjust this approach or scope of work. We look forward to beginning this project upon your authority to proceed.

Respectfully Submitted,

David J. Dougherty, ASLA
Principal

Agenda Item Sheet
City of Lowell City Council



Type of item:	Procurement
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Item title/recommended action:

Review cost estimates from Graham Landscaping for landscaping work around the city.

Justification or background:

Staff have obtained cost estimates from Graham Landscaping and Design, LLC for 3 different projects totalling \$12,502.96. The first is to clean up noxious vegetation at a private residence, including overgrown blackberries. We have sent code violation notices to the owner. The owner has expressed an interest in having the city complete the removal and clean-up work, then reimbursing the city through their utility payments. The second is for blackberry and tree pruning at the city's N. Hyland property. The third is to remove and spray herbicide on 5,000 square feet of blackberry bushes on the city's property below Sunridge Lane.

Budget impact:

Total for all 3 estimates is \$12,502.96. The actual amount spent may vary depending on the number of days required to complete the work.

Department or Council sponsor:

Parks and Recreation/Administration

Attachments:

Estimates 8311, 8312, and 8310

Meeting date:	08/03/2021
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Graham Landscape and Design LLC

PO Box 5125
 Eugene, OR 97405
 Phone # 5417298029
 www.graham-landscape.com
 admin@graham-landscape.com

Estimate

Date	Estimate #
7/30/2021	8311

Name / Address
City of Lowell Max Baker 107 3rd Street PO Box 490 Lowell, OR 97452

Terms
%50 to start, %50 at...

Description	Qty	Rate	Total
Landscape Maintenance Cleanup 2-Crew members for 10 hours each daily, 2 days for 40 hours total Work To Be Performed Prune all shrubs/plants away from house leaving roughly a 2-3 foot buffer Zip/weed-wack all grass along front/side/back of house Prune/remove all blackberries in backyard to fenceline/shed *Client will provide large debris container onsite for removed vegetation	1	2,693.26	2,693.26

Signature

Date:

By signing, you authorize Graham Landscape and Design LLC to provide the described services and materials and agree to compensate GLAD LLC per the terms established. 1 year warranty on parts and labor standard unless otherwise noted.

Graham Landscape and Design is licensed with the State Landscape Contractors Board which is located at 2111 Front St. NE., Suite 2-101, Salem OR 97301. Phone (503) 967-6291 www.lcb.state.or.us License number 8920.

Estimate valid for 14 days from date above

Total \$2,693.26

If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to resolve the dispute first through direct discussions. If the dispute cannot be settled through direct discussions, the parties shall endeavor to settle the dispute by binding arbitration in accordance with the Construction Industry Arbitration rules of the American Arbitration Association, and judgment upon the award rendered by the Arbitrator(s) may be entered in any court having jurisdiction upon thereof. In any such proceedings, the prevailing party shall be entitled to recover its attorney fees in addition to all other appropriate relief.



Graham Landscape and Design LLC

PO Box 5125
 Eugene, OR 97405
 Phone # 5417298029
 www.graham-landscape.com
 admin@graham-landscape.com

Estimate

Date	Estimate #
7/30/2021	8310

Name / Address
City of Lowell Max Baker 107 3rd Street PO Box 490 Lowell, OR 97452

Terms
%50 to start, %50 at...

Description	Qty	Rate	Total
Landscape Maintenance 2-Crew Members for 5 Days at 10 ea. hours each day. - Prune/remove blackberries - Treat roughly 5000 Sq Ft with cCandor (Crossbow) to eliminate/kill blackberries * Customer wil provide large debris container to dispose of blackberry prunings.	1	5,769.80	5,769.80

Signature

Date:

By signing, you authorize Graham Landscape and Design LLC to provide the described services and materials and agree to compensate GLAD LLC per the terms established. 1 year warranty on parts and labor standard unless otherwise noted.

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Estimate valid for
 14 days from date
 above

Total \$5,769.80

If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to resolve the dispute first through direct discussions. If the dispute cannot be settled through direct discussions, the parties shall endeavor to settle the dispute by binding arbitration in accordance with the Construction Industry Arbitration rules of the American Arbitration Association, and judgment upon the award rendered by the Arbitrator(s) may be entered in any court having jurisdiction upon thereof. In any such proceedings, the prevailing party shall be entitled to recover its attorney fees in addition to all other appropriate relief.



Graham Landscape and Design LLC

PO Box 5125
 Eugene, OR 97405
 Phone # 5417298029
 www.graham-landscape.com
 admin@graham-landscape.com

Estimate

Date	Estimate #
7/30/2021	8312

Name / Address
City of Lowell Max Baker 107 3rd Street PO Box 490 Lowell, OR 97452

Terms
%50 to start, %50 at...

Description	Qty	Rate	Total
Landscape Maintenance - Cleanup 2-Crew members for 10 hours each day, Three day total for 60 hours Work To Be Performed Prune/Remove all blackberries fusing Hyland street, south side berm and neighboring shed as site lines. Prune/trim tree branches to height of 12 feet above ground *Client will provide large debris container for removed vegetation	1	4,039.90	4,039.90

Signature

Date:

By signing, you authorize Graham Landscape and Design LLC to provide the described services and materials and agree to compensate GLAD LLC per the terms established. 1 year warranty on parts and labor standard unless otherwise noted.	Estimate valid for 14 days from date above	Total \$4,039.90
Graham Landscape and Design is licensed with the State Landscape Contractors Board which is located at 2111 Front St. NE., Suite 2-101, Salem OR 97301. Phone (503) 967-6291 www.lcb.state.or.us License number 8920.		

If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to resolve the dispute first through direct discussions. If the dispute cannot be settled through direct discussions, the parties shall endeavor to settle the dispute by binding arbitration in accordance with the Construction Industry Arbitration rules of the American Arbitration Association, and judgment upon the award rendered by the Arbitrator(s) may be entered in any court having jurisdiction upon thereof. In any such proceedings, the prevailing party shall be entitled to recover its attorney fees in addition to all other appropriate relief.