

May 15, 2025

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
Clackamas County

**Approval of a Change Order to a Public Improvement Contract with Pacific Sun Construction for exterior water drainage improvements at the Haven House. Change Order Value is \$104,420.28 for 2 months. Total Contract value is \$921,784 for 11 months. Funding is through Supportive Housing Services Measure Funds. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	Board approval of FY2023 CDBG Action Plan and Proposed Projects, May 4, 2023, Agenda Item 20230504 V.C.1 Board approval of Phase 1, September 28, 2023, Agenda Item 20230928 II.D.4 Original Phase II agreement was approved by the Board on September 5, 2024, Agenda Item 20240905 II.D.9 Change Order #1 approved, February 6, 2025, Agenda Item 20250206 III.E.1 Change Order #2 approved by the Department, March 24, 2025		
<b>Performance Clackamas</b>	This item ensures safe, healthy, and secure communities by improving the quality of transitional housing units in Clackamas County.		
<b>Counsel Review</b>	Yes, Sarah Foreman	<b>Procurement Review</b>	N/A
<b>Contact Person</b>	Mark Sirois	<b>Contact Phone</b>	(503) 351-7240

**EXECUTIVE SUMMARY:** The Housing & Community Development Division (HCDD), Health, Housing, and Human Services requests the approval of Change Order #3 to the Public Improvement Agreement with Pacific Sun Construction to improve drainage on the property of the Haven House and avoid future repairs.

Haven House is a county-owned, 10-unit transitional housing facility operated by a local non-profit serving homeless exiting incarceration in partnership with Clackamas County Community Corrections. Change Order #3 is needed to make additional improvements to the exterior to divert standing water away from the building and pipe it into the street drainage system that was evident during the first rainstorm after completing the other improvements at the site and is necessary to avoid potential damage to the building.

Change Order #3 is funded through \$921,784.28 of SHS funds and is effective upon signature through September 30, 2025. Change Order #3 includes a new construction budget, materials, and responsibilities to complete the project on time and meet all

For Filing Use Only

regulatory standards. No County General Funds are involved.

**RECOMMENDATION:** The Staff respectfully requests the Board of County Commissioners approve Change Order #3 to the Public Improvement Agreement (11766) and authorize Chari Roberts or his designee to sign on behalf of Clackamas County.

Respectfully submitted,

A handwritten signature in black ink that reads "Mary Rumbaugh". The script is cursive and fluid.

Mary Rumbaugh  
Director of Health Housing and Human Services

## CHANGE ORDER COVER FORM

Pacific Sun Construction, LLC  
506 12<sup>th</sup> Street  
Oregon City, OR 97045

(✓) Contractor  
(✓) Project Manager  
( ) H3S Admin/ BCC

Project Name: Haven House Project  
Project Address: 15170 SE River Road  
Milwaukie, OR 97267

Change Order No: **3**  
Contract Date: **9/05/2024**  
Change Order Date: **4/21/2025**  
Notice to Proceed: **9/23/2024**

To: Clackamas County Health, Housing and Human Services Dept.  
Public Services Building  
2051 Kaen Road, 2<sup>nd</sup> Floor  
Oregon City, Oregon 97045

The following changes have been authorized by Clackamas County Health, Housing, and SOLARC Architecture Inc. See the listed change(s) to the project and are deemed as changes to the original construction contract:

Change Order #3 items are as follows:

PCO 26) Bi-Fold Doors.....	\$ 2,609.77
PCO 27) Door(s) retrofit.....	\$ 3,386.37
PCO 28) Payment Late Fee.....	\$ 6,208.52
PCO 29) Retaining Wall.....	\$ 89,965.43
PCO 30) Sump Pump Alarm.....	\$ 1,784.58
PCO 31) Baseboards.....	\$ 3,465.61

**Pacific Sun Construction Inc. C.O.#3 Total..... \$ 104,420.28**

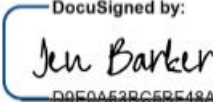
**Attached is the supporting documentation from Pacific Sun Construction Inc. for this Change Order.**

Original Contract Price .....	\$ 567,576.20
Net Change by Previous Change Orders .....	\$ 249,788.20
Contract Price prior to this Change Order .....	\$ 817,364.20
Contract Price will be (increased) ( <del>unchanged</del> ) by this Change Order #3 .....	<b>\$ 104,420.28</b>
The new Contract Price including this Change Order will be .....	\$ 921,784.48

The Contract Time will be increased by this Change Order (70) calendar days. The Substantial Completion Date is (196 days) May 30, 2025), and original Final Completion Date is (235 days) June 13, 2025).  
Contract End Date for paperwork close-out and retainage release is by July 30, 2025, or sooner.

[Signatures below]

Approved:

by:  4/14/2025  
Jen Barker, Co-Owner (date)  
Pacific Sun Construction, Inc.


Approved:

by:  4/15/2025  
Nate Carter, Principle Architect (date)  
SOLARC Architecture Inc.

Approved:

by: \_\_\_\_\_  
Mary Rumbaugh, Director (date)  
Health, Housing, and Human Services  
Department

Approved:

by:  4.22.2025  
County Counsel (date)

Approved:

by: \_\_\_\_\_  
Name/Title (date)  
Clackamas County Board

**PCCO #003**

**Project:** 1035 - Haven House  
15170 SE River Rd  
Milwaukie, Oregon 97267

**DRAFT****Prime Contract Change Order #003: Haven House Change Order #3**

<b>TO:</b>	<b>Clackamas County Housing and Community Development Division</b> 2051 Kaen Road Oregon City,	<b>FROM:</b>	<b>Pacific Sun Construction</b> 506 12th St Oregon City, Oregon 97013
<b>DATE CREATED:</b>	3/26/2025	<b>CREATED BY:</b>	Jen Barker (Pacific Sun Construction)
<b>CONTRACT STATUS:</b>	Draft	<b>REVISION:</b>	0
<b>DESIGNATED REVIEWER:</b>		<b>REVIEWED BY:</b>	
<b>DUE DATE:</b>		<b>REVIEW DATE:</b>	
<b>INVOICED DATE:</b>		<b>PAID DATE:</b>	
<b>SCHEDULE IMPACT:</b>	2 days	<b>EXECUTED:</b>	No
<b>REVISED SUBSTANTIAL COMPLETION DATE:</b>		<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
<b>CONTRACT FOR:</b>	1:Haven House	<b>TOTAL AMOUNT:</b>	\$104,420.28

**DESCRIPTION:**

1. Bi-fold doors for HVAC closets
2. Interior door retrofit
3. Late fee
4. Retaining Wall
5. Sump Pump Alarm
6. Baseboards

**ATTACHMENTS:****POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

PCO #	Title	Schedule Impact	Amount
026	Bi-Fold Doors	2 days	\$2,609.77
027	Door retrofit	2 days	\$3,386.37
028	Late Fee		\$6,208.52
029	Retaining Wall		\$86,965.43
030	Sump Pump Alarm		\$1,784.58
031	Baseboards		\$3,465.61
<b>Total:</b>			\$104,420.28

**CHANGE ORDER LINE ITEMS:****PCO # 026: Bi-Fold Doors**

#	Budget Code	Description	Amount
1	17-50.O GC Overhead & Profit		\$74.10
2	17-30.O Bond.Other		\$51.17
3	17-20.O Taxes & Insurance		\$14.50
4	1-12.O Superintendent.Other		\$115.00
5	8-100.M Doors.Materials		\$2,250.00
6	1-10.L Project Manager.Labor		\$105.00
<b>Grand Total:</b>			<b>\$2,609.77</b>

**PCCO #003****PCO # 027: Door retrofit**

#	Budget Code	Description	Amount
1	8-100.O Doors.Other		\$3,205.00
2	17-20.O Taxes & Insurance		\$18.82
3	17-30.O Bond.Other		\$66.40
4	17-50.O GC Overhead & Profit		\$96.15
<b>Grand Total:</b>			<b>\$3,386.37</b>

**PCO # 028: Late Fee**

#	Budget Code	Description	Amount
1	17-5.O Late Fee.Other		\$5,876.00
2	17-20.O Taxes & Insurance		\$34.50
3	17-30.O Bond.Other		\$121.74
4	17-50.O GC Overhead & Profit		\$176.28
<b>Grand Total:</b>			<b>\$6,208.52</b>

**PCO # 029: Retaining Wall**

#	Budget Code	Description	Amount
1	1-10.L Project Manager.Labor		\$920.00
2	1-12.O Superintendent.Other		\$3,750.00
3	1-800.O Site Safety.Other		\$750.00
4	2-625.S Retaining Wall Drainage Piping.Commitment		\$75,320.00
5	17-30.S Bond.Commitment		\$1,705.20
6	17-20.O Taxes & Insurance		\$483.23
7	17-50.O GC Overhead & Profit		\$4,037.00
<b>Grand Total:</b>			<b>\$86,965.43</b>

**PCO # 030: Sump Pump Alarm**

#	Budget Code	Description	Amount
1	1-10.L Project Manager.Labor		\$105.00
2	1-12.O Superintendent.Other		\$230.00
3	13-850.S Detection and Alarm.Commitment		\$1,354.00
4	17-20.O Taxes & Insurance		\$29.92
5	17-30.O Bond.Other		\$34.99
6	17-50.O GC Overhead & Profit		\$30.67
<b>Grand Total:</b>			<b>\$1,784.58</b>

**PCO # 031: Baseboards**

#	Budget Code	Description	Amount
1	1-10.L Project Manager.Labor		\$105.00
2	1-12.O Superintendent.Other		\$175.00
3	9-700.S Wall Finishes.Commitment		\$3,000.00
4	17-20.O Taxes & Insurance		\$39.26
5	17-30.O Bond.Other		\$67.95
6	17-50.O GC Overhead & Profit		\$78.40
<b>Grand Total:</b>			<b>\$3,465.61</b>



PCCO #003

The original (Contract Sum)	\$0.00
Net change by previously authorized Change Orders	\$249,788.20
The contract sum prior to this Change Order was	\$249,788.20
The contract sum would be changed by this Change Order in the amount of	\$104,420.28
The new contract sum including this Change Order will be	\$354,208.48
The contract time will be increased by this Change Order by 2 days.	

In Process

Nate Carter (Solarc Architecture)

Clackamas County Housing and  
Community Development Division  
2051 Kaen Road  
Oregon City,

Pacific Sun Construction

506 12th St  
Oregon City, Oregon 97013

Signed by:  
*Nathan D Carter*  
4/15/2025

SIGNATUREDATE

SIGNATUREDATE

DocuSigned by:  
*Jan Barker*  
4/14/2025

SIGNATUREDATE