



BEND URBAN RENEWAL AGENCY

corearea@bendoregon.gov

710 NW Wall Street Bend, OR 97703

Please email your application and attachments to corearea@bendoregon.gov

CORE AREA BUSINESS ASSISTANCE PROGRAM APPLICATION

Only Permitted Land Uses identified in Bend Development Code are eligible for grants unless other terms apply. Note that some uses may not be Permitted in all Zoning Districts, and this form may not reflect those unique instances. Refer to [Title 2 of the Bend Development Code](#) for additional information or contact corearea@bendoregon.gov with questions.

1. Business/Organization Name:
 2. Applicant Name:
 3. Applicant Email:
 4. Applicant Phone Number:
 5. Property Address (where proposed improvements are to take place):
-
6. How are you (Applicant) involved in this project?
 - Applicant is a business owner, and leases their space from someone else
 - Applicant is both the property owner and business owner, and their business occupies the entire building
 - Applicant is both the property owner and a business owner who occupies one space in the building, and leases the other space(s) to other business(es)
 - Applicant is the Property Owner, and leases all spaces in the building to businesses

Note: If Applicant/Business is not the sole property owner, you are required to upload a completed Owner Authorization Form in the Attachments section of this application.

7. Property Owner Name:

8. Property Owner Email:
9. Property Owner Phone:
10. Please describe nature of the Applicant's business and business operations:

11. Applying for:

- Design Assistance
- Construction Assistance

12. Funding Request in \$ (for Construction Assistance only)

- \$10,000 or less: _____
- \$10,001-\$25,000: _____
- \$25,001-\$50,000: _____

13. Business Tenancy demonstrated by the following documentation (please upload selected documentation):

- Ownership of site
- Current Lease
- Letter of Intent to Lease

14. Does the business where proposed improvements are to take place provide one of the following services (check all that apply):

- Customer-facing (ie. retail; not office)
- Food and/or beverage
- Entertainment/art
- Childcare
- Makers (art, craft, design, or production related businesses including but not limited to artisanal foods, baked goods, brewing, decorative arts, glassblowing, pottery, printmaking, textiles, traditional crafts, reuse, and woodcrafting)
- Other. If so, please describe: _____

15. Is your business any of the following (check all that apply)

- Local (headquarters are, or will be located in Core TIF Area)
- Business has been in Core Area for 5 or more years
- Business ownership includes 50% or more ownership by a person or people that identify as one of the following identities:
 - Lower socioeconomic status (<80% Area Median Income, 2023)
 - <\$53,312 (1-person household)
 - <\$60,928 (2-person household)
 - <\$68,544 (3-person household)
 - <\$76,160 (4-person household)
 - Woman
 - Black, Indigenous, and/or Person of Color (BIPOC)
 - Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning, Intersex, Asexual, Two-Spirit (LGBTQIA2S+)
 - Veteran
 - Person with a disability
 - Non-English Speaking
 - Non-citizen(s)

16. What are the intended use of requested funds (check all that apply)?

- Building façade or exterior upgrades (doors, windows, lighting, signage, siding, awnings, paint, murals)
- Frontage improvements (sidewalks, landscaping, signage, accessibility upgrades pedestrian amenities and utilities including utility undergrounding)
- Internal or external building renovations (accessibility upgrades, improvements to older building to meet current codes, mechanical/electrical or building safety upgrades such as fire suppression/seismic upgrades, energy efficiency improvements)
- Permit fees
- Design services such as design, architectural or engineering services

17. Please provide description of proposed improvements and the need or problem your project will address:

Note: if applying for Design Assistance, please describe desired improvements.

18. Help us understand why a grant is needed on this project?

- I have funds to do this project without a grant, but I would prefer to use those funds for other expenses.
- I would do a small version of this project without a grant, but a grant will help me complete the full project.
- I cannot do any version of this project unless I receive a grant.

19. Please further describe your need for funding assistance, why are funds needed to support these improvements? I.e. Is your business undercapitalized (ie unable to access equity and/or traditional debt resources); at risk of leaving the Core Area; won't be able to start operations in the Core Area if improvements aren't made.

20. What types of funding will you use to match funds provided by the City of Bend (check all that apply):

- Loan from Bank or Credit Union
- Business Savings
- Personal Savings
- Loan from Friend or Family Member
- Grant Funding from Another Source
- Gift
- Other

If you are applying for funding above \$10,000, it requires a cash match, how will you pay for the rest?

21. Describe the ways in which your proposed project will have a long-term impact on the need or problem being addressed? What is the intended life span of the improvements (ie number of years)?

22. Will improvements be on a street-facing location or visible from the street or public sidewalk:

- Yes
- No

23. For projects applying for construction assistance, have you progressed on any of the following to support your intended improvements?

- Design concept
- Completed design
- Architect secured
- Contractor secured
- Permit(s) secured

24. For projects applying for construction assistance what is your anticipated start and end date for improvements (month and year)?

- Anticipated Start date: _____
- Anticipated Completion date: _____

ATTACHMENTS

Please verify that you have the following documentation to support your application.

For All Applicants

- Map of Project Location
- Property Legal Description
- Proof of Ownership, Copy of Lease, or Letter of Intent to Lease
- Owner Authorization Form (only if applicant is not the property owner)
- Photos of Existing Conditions. Include 3-4 current photos of the building or tenant space focusing on areas you want to improve as part of the project.

For Construction Assistance Applicants Only

- Detailed Project Budget including required match if applicable
 - Please provide a detailed project budget for the proposed improvements including a description of the assumptions used to determine total project cost including funding sources and a statement regarding your organization's ability to proceed without your requested funds.
- Plans, Elevations, Renderings, and/or Sketches (optional)
- Site Plan, Design, and/or Construction Drawings (optional)



PO Box 576 • Bend, OR 97709-0576 • Phone: 541-640-2382

CHARLIE THIEL - OPEN SPACE

Phone: 541-410-5866

Cell: 843-437-2232

Job Address:

220 NE LAFAYETTE

BEND, OR 97701

Print Date: 8-9-2023

Proposal for OPEN SPACE - GARAGE AND SITE UPGRADES

Items	Unit Cost	Qty/Unit	Builder Total Cost	Markup	Unit Price	Price
BLUE FORTY DESIGN 01.025 · Architectural Design	\$17,000.00	1 LS	\$17,000.00	6.00%	\$18,020.00	\$18,020.00
SOLERA ENGINEERING CONSULTANTS 01.100 · Mechanical Engineering	\$29,400.00	1 LS	\$29,400.00	6.00%	\$31,164.00	\$31,164.00
SUN COUNTRY ENGINEERING 01.125 · Civil Engineering	\$18,800.00	1 LS	\$18,800.00	6.00%	\$19,928.00	\$19,928.00
CORE STRUCTURES STRUCTURAL 01.050 · Structural Engineering	\$9,800.00	1 LS	\$9,800.00	6.00%	\$10,388.00	\$10,388.00
MIDSTATE BUILDERS - JIM LAMB 01.550 · Project Management	\$125.00	24 HRS	\$3,000.00	0.00%	\$125.00	\$3,000.00

Total Price: \$82,500.00



PROJECT PROPOSAL

08 August 2023

DEAR JIM LAMB:

Attached in this document is a fee proposal to complete architectural services for a remodel/change of use from previous mechanic shop to serve as a new bar/food truck space. The project is located at 204 NE Lafayette Ave, Bend, OR 97701, notably adjoined to Open Space Studios. For architectural services, we are proposing a two phased approach. Phase 1 of the project includes conceptual design and schematic design to create a presentation drawing set with conceptual 3D renderings to submit for grants. Phase 2 takes the design established in phase 1 to create construction/permit documents. Please see page 2 and 3 for further explanation.

For each phase, we are proposing a fixed fee of \$8,500 for a total of **\$17,000**. Construction administration (all work completed after a building permit is in hand) will be billed hourly at a rate of \$125 per hour. \$2,500 will be due up front as a retainer upon initiation of contract, with the remainder of the fee due in monthly payments billed as a percentage of work completed for that month.

In addition to the architectural fee above, I anticipate the need for minor structural engineering scope (to be billed as T&M through Blue Forty Architecture), MEP Engineering (Solera Engineering directly with client), Civil Engineering (Sun Country Engineering directly with client), and potentially a kitchen designer/supplier (Bargreen Ellingson billed through Blue Forty Architecture) depending on the scope of work for the commissary kitchen. Once we further define the scope of work for the project, we can reach out to consultants for hard-bids.

For the schedule, I am proposing a **start date of Monday August 21th** with a **6-week** turnaround time for **Phase 1** to meet our October 1st deadline and another **6-week** turnaround time for **Phase 2**. We understand there may be a pause after phase 1 when we wait to hear back on whether we will be receiving the grant, but wanted to layout one potential timeline that runs straight through the project. Should we pause, we still imagine a 6-week design timeline for phase 2. Please see pages 3-4 for a detailed description of the design schedule and process we are proposing.

ALEX COLLINS AIA, NCARB
Principal

acollins@blue-forty.com
408 499 1428
856 NW Bond Street #210
Bend, Oregon 97703
blue-forty.com

HANDLED WITH CARE.

Open Space Project Phases

BlueForty

Phase 1

Goal: Create schematic design and digital assets for grant presentation.

Timeline: 6 Weeks

Included Design Phases: Conceptual Design, Schematic Design

Consultants needed: Civil Engineering (advisory)

Phase 2

Goal: Develop/document design for building permit submission and construction.

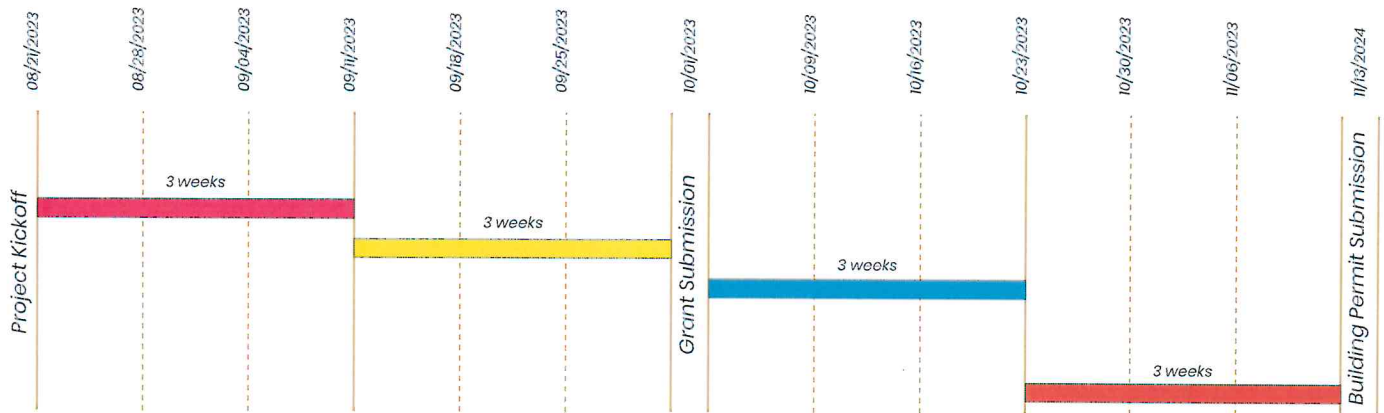
Timeline: 6 Weeks

Included Design Phases: Design Development, Construction Documents

Consultants needed: MEP, Structural, Civil, Kitchen Design (depending on scope of kitchen)

Open Space Design Phases

BlueForty



Conceptual Design

25% of Fee: \$4,250

Engage in discovery of clients needs for the new bar/food cart space. Develop code study to target potential roadblocks early in the process. Create 3 base concepts in diagram form to discuss a path forward.

Schematic Design

25% of Fee: \$4,250

Develop conceptual design and create presentation drawings for grant submission including 2d and 3d renderings of the space. Engage city-side stakeholders who can assist in permitting down the line.

Design Development

25% of Fee: \$4,250

Bring in MEP/Structural/Civil/Kitchen Design consultants to develop overall design for the new space. Continue to refine and develop design through a full set of construction drawings.

Construction Documents

25% of Fee: \$4,250

Further develop construction documents set along with consultants to submit for building permit. Work with general contractor to develop a construction cost estimate.

Open Space Schedule



June '23

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July '23

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August '23

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September '23

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October '23

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November '23

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

■ Conceptual Design

■ Schematic Design

■ Design Development

■ Construction Documents

Open Space Proposed Additional Team Members

BlueForty

WALKER

STRUCTURAL ENGINEERING P. C.

Structural Engineer
Bend, OR

Fee Estimate: T&M (TBD)

Our philosophy is to provide a level of service that consistently exceeds our clients' expectations by communicating clearly, using creativity to explore unique solutions that support the design intent, and relying on our diverse experience and passion for what we do to deliver our projects with unparalleled customer service. Founded in 2004 by Jon Walker, Walker Structural Engineering has grown to include Principal Joe Spock, Principal Craig Davis, 4 Project Managers, a Project Engineer, a CAD/BIM Specialist, a Accounting and Human Resources Director, a Business Manager and an Administrative Assistant. Our projects have included many prominent buildings in Central and Eastern Oregon. We are driven to excellence through our devotion to the field of Structural Engineering. We understand the importance of staying abreast to advancements in technology and pledge to build our knowledge base year after year. We also understand the importance of architectural design and are committed to exploring unique structural solutions to ensure the design intent.

BARGREEN ELLINGSON

Equipment Layout Designer/Supplier
Bend, OR

Fee Estimate: \$4,000 (Hard bid after Phase 1)

Our team works in all phases and scales of design, from visioning and concept development to comprehensive specifications, furnishing, lighting, and construction. Concept, mood, clientele, and of course budget, are just a few of the elements our designers will discuss with you before beginning your design. Traffic patterns, menu demands, operational efficiencies, LEED standards, MEP requirements, and of course, visual appeal are all taken into account to ensure a successful opening for you.

As a part of your larger build team, we will draft complete construction plans in collaboration with architects, general contractors, and municipalities, to assure that your kitchen and dining areas will have both the function and style you desire.



320 SW Century Drive, Suite 405-151
Bend, OR 97702
541.640.9146

August 7, 2023

Jim Lamb
President / Estimator
Midstate Builders
via email: jim@midstatebld.com

RE: MEP Proposal for Open Space – Garage and Site Design

Dear Jim:

Thank you very much for the opportunity to provide this proposal in support of the proposed Garage Space and Open Space located at 204 NE Lafayette in Bend Oregon. As requested, we are providing a scope and estimated fee for all anticipated MEP design work broken out into two phases. The first phase includes coordination with site utilities. The second phase includes all interior MEP design work.

Phase 1: Project Tasks and Deliverables:

1. Site plumbing design and coordination shall include identifying the location and sizes of all existing water meter(s), DCVA (backflow assemblies), and building service line(s), onsite sewer line(s), and clean outs.

Plumbing Deliverables: Site plumbing drawings shall include, as required, P0.1 EXISTING PLUMBING SITE PLAN, P0.2 PROPOSED PLUMBING SITE PLAN.

2. Site electrical design and coordination shall include identifying the size, location of all exterior electrical gear, and existing incoming power including voltage/phase/amps descriptions.

Electrical Deliverables: Electrical drawings shall include, as required, E0.1 SITE ELECTRICAL PLAN, E0.2 SITE LIGHTING PLAN, E0.3 ONE-LINE DIAGRAM.

Phase 2: Project Tasks and Deliverables

NOTEL All work products from Phase 1 will be carried over and included into Phase 2).

3. Plumbing design shall include the site water and sewer layout, water meter and DCVA specifications, water, waste and venting routing and piping sizes. It is assumed that the civil engineer will complete the storm water design and landscape irrigation. The plumbing design work includes full coordination with the Civil, Mechanical, Electrical, and Fire protection design efforts.

Plumbing Deliverables: Plumbing drawings shall include, at a minimum, P0.1 PLUMBING SCHEDULES, P0.2 PLUMBING SITE PLAN, P1.0 WATER PLAN, P2.0 WASTE & VENT PLAN, P2.1 ROOF WASTE & VENT PLAN, AND P3.0 ISOMETRICS. All basis-of-design equipment specifications will be submitted with the drawing set.

4. Mechanical design shall include all existing and any additionally required air (HVAC) systems. We will consult with the Client, architect, and general contractor for the heating and cooling system selections. The final mechanical design for each building shall include



at a minimum, HVAC equipment schedules, equipment layout, exhaust fans, air distribution and ventilation requirements.

Mechanical Deliverables: Mechanical drawings shall include, at a minimum, M0.1 MECHANICAL SCHEDULES & CALCULATIONS, M1.0 MECHANICAL PLAN, AND M2.0 ROOF MECHANICAL PLAN. All required equipment specifications will be submitted with the drawing set. The Mechanical COMCheck shall be included.

5. Electrical design shall include all existing and proposed equipment, lighting and receptacles requiring power connections. Solera will meet onsite with Owner and E.C. to ensure all electrical connections are accounted for in the design. Electrical plans to include all exterior and interior building light fixtures, outlets, data/cable/phone, switches, circuitry, controls, and power to mechanical/plumbing equipment.

Electrical Deliverables: Electrical drawings shall include, at a minimum, E1.0 ELECTRICAL SCHEDULES, E2.0 POWER PLAN, E3.0 LIGHTING PLAN, E4.0 ONE-LINE DIAGRAM. All required equipment specifications will be submitted with the drawing set. The Exterior and Interior Lighting COMChecks shall be included.

6. A full set of MEP plans shall be prepared for agency review. All comments from agency reviews shall be responded to in a prompt manner to do our part in keeping the project moving forward. All design drawings shall be provided in printable ARCH D (36"x24") PDF and DWG file formats or as otherwise requested by the Client.
7. We will support the bidding and construction phases as requested by the Client or its representatives.

The anticipated break-down of the cost for the MEP services is provided in the rate schedule below. Phase 2 fees are a rough-order-of magnitude and will be adjusted when the Architectural drawings for the draft design are made available.

Rate Schedule			
<u>Discipline</u>	<u>Hours</u>	<u>Rate/hr</u>	<u>Subtotal</u>
Mechanical (Phase 1)	0	\$150	\$0
Electrical (Phase 1)	32	\$150	\$4,800
Plumbing (Phase 1)	24	\$150	\$3,600
Phase 1 subtotal			\$8,400
Mechanical (Phase 2)	40	\$150	\$6,000
Electrical (Phase 2)	60	\$150	\$9,000
Plumbing (Phase 2)	40	\$150	\$6,000
Phase 2 subtotal			\$21,000
Total Estimated Fee (Phases 1 & 2)			\$29,400*



*Consulting services outside the general scope described above will be mutually agreed to between Solera Consulting and the Client and will be invoiced as fixed fee or \$150 per hour.

Thanks again Jim for the opportunity to provide this proposal. Please let me know if you have any questions.

Regards,

RSWhitaker

Roger Whitaker, P.E.

Solera Consulting, LLC

Sun Country Engineering
 920 SE Armour Road
 Bend, OR 97702
 541-382-8882

Central District Investments LLC
Preliminary Fee Est.-
 Pt. Lot 1 Block 44 Wiestoria
 Change of Use- 204 NE Lafayette
 City of Bend, Deschutes County, OR

8/9/2023
 tjw

<u>ITEM</u>	<u>COST</u>	<u>TOTAL</u>
Civil/Survey Scope		
 <u>Private Fees</u>		
Topography/Boundary Surveying for design	\$2,800	
Tentative Plan, civil mapping and design, consult and coordinate	\$3,500	
Documents for Land Use Submittal- Prelim Civil Plans	\$2,000	
Water + sewer, utility and right of way construction permit plans	\$7,500	
Construction Support, survey, City permit close-out, documentation	<u>\$3,000</u>	
 Total Private		 <u>\$18,800</u>
 Total Estimated Fees		 \$18,800

*Based on preliminary assessment of anticipated conditions of approval of Post Pre-ap Site Plan.
 **This estimate is provided for reference purposes and is not intended to be a statement of all costs associated with the proposed project. Costs are based on historic pricing, and future costs can vary. Projected costs are based on the current anticipated work for the project and can be impacted by land use conditions, local engineering standards, and local code revisions and interpretations, etc. that may be implemented.
 *Architectural, structural (+retaining walls), building permits, fees, legal services, appeals, hearings, etc. NIC
 *All charges Time and Materials, billed monthly as accrued. Retainer required, must be current to proceed.

