

**MEMO**

TO: Bidders and other interested parties

FROM: Randy Saunders  
**RSS ARCHITECTURE, P.C.**  
2225 Country Club Road  
Woodburn, Oregon 97071  
(503) 982-1211 FAX: (503) 982-2236  
[randy-rssarch@qwestoffice.net](mailto:randy-rssarch@qwestoffice.net)

**RE: NOTICE OF INTENT TO AWARD CONTRACT FOR:  
YAMHILL PUBLIC HEALTH  
310 NORTHEAST KIRBY STREET BUILDING REMODEL; MCMINNVILLE, OREGON  
Architect's Project No. 23.05**

On Thursday August 24, 2023 at 4:00 p.m. local time Yamhill County opened bid proposals from Contractors for the above referenced project.

Bid proposals received have been evaluated and the bid proposal from Ross Builders Northwest, LLC has been determined to be acceptable. This memorandum constitutes Yamhill County's notification of intent to award a contract for the 310 Northeast Kirby Street Building Remodel project to Ross Builders Northwest, LLC for the basic bid, additive alternate bid no. 1, and specified construction contingency amount scope of work.

Any protest of an award of a contract to Ross Builders Northwest, LLC must be filed with Yamhill County at:

Yamhill County Public Health  
412 Northeast Ford Street  
McMinnville, Oregon 97128  
Attention: Bill Michielsen, MPH, CPH

not later than 5:00 p.m. on Tuesday September 28, 2023. Any protest of the award will be managed by the Yamhill County Board of Commissioners or their designee. If no protests are filed by the time stated, the County will proceed to enter into a contract for the project any time thereafter.

END OF NOTICE OF INTENT TO AWARD

Accepted by Yamhill County  
Board of Commissioners on  
9.14.23 by Board Order  
# BO. 23-361



A PROFESSIONAL CORPORATION  
2225 COUNTRY CLUB ROAD  
WOODBURN, OREGON 97071  
(503) 982-1211 OR (503) 370-7929

August 29, 2023

Yamhill County Public Health  
412 Northeast Ford Street  
McMinnville, Oregon 97128  
Attention: Bill Michielsen

Re: **310 NORTHEAST KIRBY STREET REMODEL**  
**Architect's Project No. 23.05**

Mr. Michielsen,

We have reviewed the Bid Proposals received Thursday August 24, 2023 for the above-referenced project. Five bid proposals were submitted and read aloud at the public bid opening. Ross Builders Northwest, LLC submitted the following bid sum:

- Basic Bid: \$592,242.00
- Additive Alternate Bid No. 1: \$166,288.00

Enclosed with this letter is a copy of the Bid Tabulation Sheet for the project.

Ross Builders Northwest, LLC DID NOT include the required cash allowance of \$50,000.00 in their bid sum. By adding this amount to the Basic Bid it becomes \$642,242.00. With the addition of Additive Alternate Bid No. 1 the total bid amount becomes \$808,530.00. This amount still remains the lowest of the bids received.

Our recommendation is to award a contract for construction to Ross Builders Northwest, LLC for the Basic Bid and Additive Alternate Bid No. 1 scope of work. While the bid sum is, in our opinion, high we do not believe re-bidding will provide any significant savings. Everyone (General Contractors, Sub-contractors, Suppliers) have been and continue to be very busy with construction projects. This state of the construction market has significantly impacted the cost of construction for the past couple of years. We expect the market to remain the same throughout 2023 - 2024.

Based on the above, we are ready, willing and able to prepare an Agreement form and begin processing paperwork for Ross Builders Northwest, LLC to perform the project scope of work upon acceptance and approval of this recommendation by Yamhill County. Please advise us as to how Yamhill County would like to proceed.

If there are any questions, concerns, comments, or further discussion needed regarding this matter please do not hesitate to let us know.

Sincerely,

Randal S. Saunders · Architect/President

Exhibit  
A

# BID TABULATION SHEET



ARCHITECTURE, P.C.

PROJECT: 310 NORTHEAST KIRBY STREET BUILDING REMODEL  
 YAMHILL COUNTY  
 MCMINNVILLE, OREGON

Randal S. Saunders Architect/President

2225 COUNTRY CLUB RD.  
 WOODBURN, OREGON 97071  
 (503) 962-1211  
 (503) 370-7829

PROJECT NO: 23.05

BID OPENING TIME: SUBMITTAL: 2:00 P.M. THURSDAY AUGUST 24, 2023  
 OPENING: 4:00 P.M., THURSDAY AUGUST 24, 2023

ALLOWED BIDDERS	ADDENDA	BID BOND	BASE BID	ADDITIVE ALTERNATE NO. 1	COMPLETION DATE
CREATIVE CONTRACTING, INCORPORATED	ACKNOWLEDGED NO. 1	YES	\$593,804.00	\$197,503.00	150 CALENDAR DAYS AFTER RECEIVING WRITTEN NOTICE TO PROCEED
HAWORTH, INCORPORATED	ACKNOWLEDGED NO. 1	YES	\$663,785.00	\$241,763.00	120 CALENDAR DAYS AFTER RECEIVING WRITTEN NOTICE TO PROCEED
ANDY MEDCALF CONSTRUCTION COMPANY	ACKNOWLEDGED NO. 1	YES	\$634,809.00	\$520,859.00	80 CALENDAR DAYS AFTER RECEIVING WRITTEN NOTICE TO PROCEED
WOODBURN CONSTRUCTION COMPANY			NO BID		
ROSS BUILDERS NORTHWEST	ACKNOWLEDGED NO. 1	YES	\$592,242.00	\$166,288.00	140 CALENDAR DAYS AFTER RECEIVING WRITTEN NOTICE TO PROCEED
TK CONSTRUCTION SERVICES	NOT ACKNOWLEDGED	YES	375,000.00	NOT PROVIDED	NOT PROVIDED