

PROPOSAL FOR:

# MASTER PLAN FOR BOB AND CRYSTAL RILEE PARK PROFESSIONAL DESIGN SERVICES

February 15, 2023

PREPARED FOR:

**CHEHALEM PARK & RECREATION DISTRICT**



9450 SW COMMERCE CIRCLE, SUITE 300  
WILSONVILLE, OR 97070  
PHONE: 503.968.8787

N|V|5

# 1. COVER LETTER

February 15, 2023

Don Clements | Superintendent  
Chehalem Park & Recreation District  
125 S. Elliott Road  
Newberg, Oregon 97132

## RE: Master Plan for Bob and Crystal Rilee Park Professional Design Services

Dear Don and Members of the Evaluation Committee:

Chehalem Park & Recreation District (District or CPRD) has advertised for professional design services for the Bob and Crystal Rilee Park Master Plan. Once completed, this Master Plan will provide a vision of what the park will become in the future, and clear guidance and direction for future improvements. The District and the park's existing and future users will have a clear understanding of how the park property will evolve over time. We anticipate a vision for the park that will minimize potential conflicts between different user groups, and provide a strategy for how their interests coexist. The public will be included in the process of developing the master plan, which will help to provide the community with a sense of pride and ownership of the plan. Furthermore, a master plan that includes a phased implementation plan, operational plan, and cost estimate will provide the District with a road map for how to budget for and develop the park over time.

CPRD entrusted our (WHPacific) team to complete the Environmental Assessment and Site Analysis of the property in 2016, and as such we are familiar with the project site and the District's desires for this project. Our landscape architects also visited the site in late January to verify the park has not undergone any substantial improvements since 2016. With the exception of a few new trails (which you are currently mapping with GPS), the work done for our assessment and site analysis remain current and relevant. The Environmental Assessment and Site Analysis document, along with the 2019 Park Advisory Committee Plan Recommendations document, will be the foundation of our planning work and guidepost for how we proceed.

The NV5 team we have assembled for this opportunity is uniquely qualified to fulfill all the terms of this RFQ given our years of prior experience working with CPRD and familiarity with Rilee Park. In addition to our previous work on Rilee Park, our landscape architects have provided planning and design services for Ewing Young Park, Friends Park, and the Chehalem Aquatic and Fitness Center. Further, our NV5 team has acquired years of experience working with other agencies on park master plans of a similar size and scope. One analogous project we will be working on this spring is Milo McIver State Park near Estacada, OR. This state park offers miles of equestrian, mountain biking, and hiking trails in similar natural settings. To diversify our professional services on this project, we have added Scott Edwards Architecture (SEA) for architectural design and JLA Public Involvement (JLA) to lead community engagement. We recently teamed with SEA on the CPRD Chehalem Aquatic & Fitness Center, and with JLA on Recuerdo Park in Aloha, OR.

Thank you for considering our proposal. As Project Manager, Jon Champlin will be the primary contact person for any questions regarding this proposal and during our performance of the contract. As Oregon Operations Manager, Daniel Boultinghouse is authorized to negotiate and contractually bind NV5 for this project. This proposal is valid for a minimum of 90 days following submittal. NV5 has not received any addenda to the RFQ.

Sincerely,

NV5



Jon Champlin, RLA, ASLA  
Project Manager and Landscape Architect



Daniel Boultinghouse, PE  
Operations Manager and PIC



### FIRM INTRODUCTION



NV5, formerly WHPacific and GeoDesign, is a multi-discipline professional services firm with staff practicing in offices throughout the US and worldwide. Our Wilsonville-based office is comprised of landscape architects; civil, structural, and geotechnical engineers; land surveyors; water resource specialists; and natural and cultural resource specialists. Since the early 1980's and 90's, our Portland offices have built long-lasting relationships with a diverse mix of public agencies. When WHPacific and GeoDesign were acquired and merged by NV5 in 2019 we each gained access to a broader spectrum of professional services. This new arrangement has allowed us to deliver with greater efficiencies, and to expand our service bases beyond previous limitations.

### A Leader in Park Master Planning

NV5's full-service approach enables us to orchestrate and synchronize a myriad of different design elements while simultaneously ensuring our designs are appropriately integrated and responsive to input received from the client, agencies, community, and stakeholders. Given our extensive experience in resource assessment, site analysis, and park and recreation master planning and design, we represent an innovative and creative solutions-based team. We are skilled at addressing functional and programmatic challenges such as accessibility requirements, sensitive environmental conditions, complex land use and regulatory permitting processes, cost-conscious maintenance requirements, and exacting aesthetic standards, producing resilient and aesthetically pleasing designs based upon open and collaborative processes.

NV5's multi-discipline office promotes a holistic approach to producing creative and innovative design solutions with the use of a well-defined but flexible project delivery process, open office workspaces, and staff dedication to excellence on every project that we touch. Every internal and external team member has a voice in the design process. This culture of collaboration and teamwork ensures we receive, scrutinize, and test in real time any new input and information received, across disciplines, in organized and thoughtful ways. All-the-while remaining true to the project programming, owner/community expectations, and established project goals.



Curtis Lower Loop

### OUR TRUSTED SUBCONSULTANTS



Scott  
Edwards  
Architecture

Scott Edwards Architecture is a collaborative, people-first architecture firm. Our design approach puts the vision, goals, and needs of the people we design for at the heart of our creative process. We begin each project with fresh eyes, check our ego at the door, and above all, we listen.

Headquartered in Portland, OR, our award-winning design firm is licensed to practice architecture in Oregon and 31 other states. Scott Edwards Architecture is led by seven partners and has been providing architecture, interior design, and planning services throughout the Northwest on a wide range of project types since our founding in 1998. We pride ourselves in being able to draw from our civic, healthcare, education, commercial, hospitality, community, multi-family, and planning experience to add a thoughtful, well-rounded perspective to each project.

SEA has been working in the City of Newberg for over 17 years, starting with early planning and visioning for the Chehalem Cultural Center and currently on Virginia Garcia's Newberg Wellness Center. That project has expanded to several additional phases over the years, including our most recent project of the new theater, currently in progress. Another recent and successfully completed project was the Chehalem Aquatic & Fitness Center, which won the 2019 Oregon Recreation & Parks Association Design & Construction Award. We have also worked on the Habitat for Humanity ReStore and Oakgrove Apartments in the area. We are honored to have become a part of the community and look forward to continuing our work in any way that we can.



Public Involvement

JLA provides community engagement, facilitation and strategic communications services exclusively for public agencies. We support collaborative process, transparent decision-making, and public-friendly information campaigns. JLA has

a reputation for helping navigate complex, and sometimes contentious, issues that result in successful outcomes and positive participant experiences.

JLA has worked on many parks master plans over the years, including rural and regional parks such as the Barton Park Master Plan in Clackamas County and the 78th Street / WSU Property Concept and Master Planning in Clark County. We have also worked on planning that included trail development, such as the Portland Off-Road Cycling Master Plan and the Powell Butte Reservoir and Trails Plan.

JLA is an Oregon-certified DBE/WBE #736.

## 2. BASIC QUALIFICATIONS

### NV5 PROJECT MANAGEMENT TOOLS

#### Project Execution

The NV5 project management process begins with a clearly defined work scope and performance schedule. The scope and schedule codified during the contract negotiations are then communicated to the team through a Project Execution Plan (PEP). The PEP outlines the specific work scope, project deliverables and deliverable schedule, and detailed budget that identifies the project scope down to the granular task and employee levels.

Our project manager, Jon Champlin, will be responsible for meeting the negotiated schedule, fulfilling deliverables, and overseeing all contractual responsibilities. Jon will be the primary point-of-contact throughout contracting, project administration, design, and construction. He will endeavor to maintain a very high level of accessibility to everyone involved on the project throughout its life.

#### Staffing

The Wilsonville NV5 office strives for staff continuity on every project, from beginning to end. That is our baseline goal regardless of scope, schedule, or budget. When competing project deadlines conflict, as occasionally happens, our Operations Manager, project managers, and team leads meet bi-weekly to resolve schedules, staff needs, and project demands while eliminating or minimizing project delays to the extents possible.

#### Communication

Our success is the result of a commitment to clear and regular communications with our client, our staff, and project stakeholders. Our team recognizes the importance of effective communications, and we are diligent about keeping our clients, agency partners, and stakeholders informed and involved throughout every project entrusted to us.

#### Project Schedule Management

Schedule control is the responsibility of our Project Manager. Jon will track work progress against schedule dependencies and milestone dates through regular meetings with CPRD, our project team, and any sub-consultants. If necessary, Jon will bring additional resources to the team to maintain schedules and avoid delays.

#### Project Cost Management

Project costs and budgets are monitored using “real-time” reports of timecard entries through Deltek Vision, Estimated Cost-to-Complete reports (monthly), Staff Utilization reports (weekly), and CADD Project Production reports (weekly). Collectively these reports were developed and customized by NV5 to enable monitoring and oversight by Project Managers.

#### Quality Assurance

Our QA/QC lead will be Mike Smyth. He brings 35 years of experience as a Project Manager to a broad array of parks and recreation projects. Daniel Boultinghouse, PE, Principal-in-Charge will assist and support Mike if or when needed.

**Product Quality:** NV5 follows a well-established quality control protocol. It demands accountability at all levels of the project delivery process. While the Project Manager is ultimately responsible for the project team output, every member of the team is responsible and accountable for always delivering quality effort.



THPRD Recuerdo Park • Concept Design

**Senior Professional Involvement:** Senior-level engagement, especially during early project stages, provides the validation and perspective so important to quality project delivery. Occasionally, decisions are made in the formative stages that later affects project performance in unintended ways. Senior involvement early in the process reduces the risk of project re-work at later stages when changes can be costly.

**Peer Review:** Our QA philosophy centers on the idea that every project undergoes review by qualified and competent peer staff, who are detached from the project delivery team. This validates the project delivery process and always strengthens outputs.

**Formal Quality Review:** Our Formal Quality Review provides a formal construct and protocol for the most significant submittals, typically at both the PS&E and Signed Plan submittals. Senior practitioners not otherwise involved with a project perform these reviews and provide the invaluable input.

### PROPOSED TEAM STRUCTURE

We have assembled a team of highly qualified landscape architects, architects, and public involvement specialists, for the Bob and Crystal Rilee Park Master Plan project. Each member was selected for their expertise, knowledge and teamwork. We have organized the team structure in a way that ensures an efficient, effective project delivery for the District. Jon Champlin will be your project manager and point of contact from project inception to final completion. He is currently managing a CPRD project, and understands how to effectively meet the needs of the District throughout the public involvement phase and design process.

We do not yet know the level of effort needed or desired by CPRD for architectural design or studies, or how extensive the public involvement process could be. We are prepared for a robust effort on each task in our Project Approach section of this proposal. However, during discovery, we can adjust our approach as needed to meet CPRD's goals and budget for Rilee Park. All members of our team are dedicated to providing the District with capable professional service at what ever level is deemed necessary. A resume for each key person's role, responsibilities, expertise, and relevant experience can be found in the proposal appendix.

### PROJECT ORGANIZATION CHART:

\*Resume included for Key Staff as an appendix to the proposal.



CPRD Project Manager

Project Manager/Design Lead

Jon Champlin, RLA\*

Principal in Charge

Daniel Boultinghouse, PE



Public Involvement

JLA

Adrienne Dedona\*



Landscape Architecture/  
Planning

NV5

Jon Champlin, RLA\*  
Mike Smyth, RLA\*  
Stefan Golos, LAIT

Cost Estimating

NV5

Dan Sexton, LEED AP,  
Senior Estimator



Scott  
Edwards  
Architecture

Architecture/Structures

Scott Edwards Architecture  
Sid Scott, AIA, LEED AP\*  
Jennifer Marsicek, AIA,  
LEED AP\*



Magnolia Park, Hillsboro, OR (NV5)



Chehalem Cultural Center, Newberg, OR (SEA)



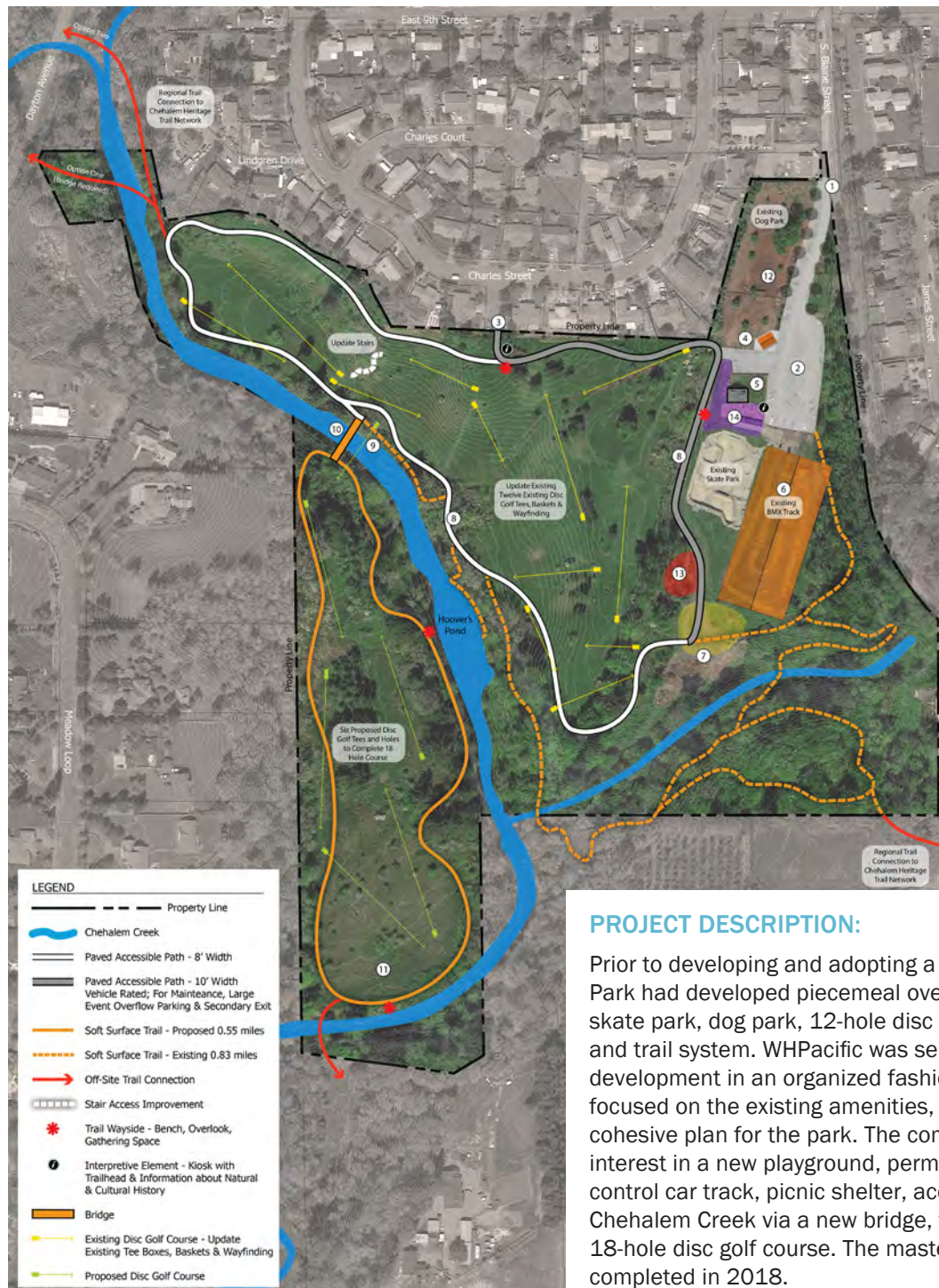
### 3. PERFORMANCE HISTORY

On the following pages you will find three projects and client references for projects completed by either NV5 or SEA that directly relate to the Bob and Crystal Rilee Park Master Plan project. The Portland office of NV5 has been in operation for nearly 40 years, and our team has completed many park and recreation projects in Oregon in that time. Details of other comparable projects, including projects in which NV5 teamed with SEA or JLA, can be found immediately following our three reference projects.

#### EWING YOUNG PARK MASTER PLAN

CHEHALEM PARK & RECREATION DISTRICT | NEWBERG, OR

COMPLETED BY:



#### HOW THIS PROJECT RELATES TO RILEE PARK:

- Public Involvement Process
- Client Visioning Sessions
- Nature Park with Variety of Uses
- Internal Trail Network
- Site Assessment and Analysis
- Environmental Assessment and Report
- Conceptual Master Plan
- Final Master Plan

#### CLIENT CONTACT:

Don Clements  
p: (503) 537-4165  
e: [dclements@cprdnewberg.org](mailto:dclements@cprdnewberg.org)

**ORIGINAL CONTRACT VALUE:**  
\$24,875

#### PROJECT DESCRIPTION:

Prior to developing and adopting a park master plan, Ewing Young Park had developed piecemeal over the years, with a BMX track, skate park, dog park, 12-hole disc golf course, picnic shelter, and trail system. WHPacific was selected to master plan future development in an organized fashion. The master plan process focused on the existing amenities, and then envisioned a future cohesive plan for the park. The community of Newberg expressed interest in a new playground, permanent restroom facility, remote control car track, picnic shelter, access to a pedestrian crossing Chehalis Creek via a new bridge, trail system expansion, and a full 18-hole disc golf course. The master plan for Ewing Young Park was completed in 2018.



### 3. PERFORMANCE HISTORY

#### SANDER ESTATE PARK MASTER PLAN

CHEHALEM PARK & RECREATION DISTRICT | DUNDEE, OR

COMPLETED BY:  
Scott  
Edwards  
Architecture

The Sander Family has farmed in the City of Dundee for generations. As a lasting gift to the community, Jan Sander donated her homestead to the Chehalis Park & Recreation District in 2017 for use as a park. Multiple neighborhood meetings and hours of design work have created this design which provides the amenities most strongly desired by the community in a park that reflects the unique setting of Dundee and honors the local history of farmers like and in specific, the Sander family.

The 6.7-acre property will be used to increase opportunities for both outdoor/indoor flexible-use facilities year-round. The existing barn will host gatherings and community events. The house will be a flexible space for a lending library or club meetings. To compliment the existing buildings, a new reception hall will provide larger flexible meeting space with additional amenities. The three buildings encircle a hardscaped public plaza which will be the epicenter of outdoor group events and the start of multiple pathways leading out into the park. These pathways link park amenities such as benches and exercise par course stations, a covered picnic shelter, and an inclusive nature playground. Also onsite are restrooms and maintenance facilities with a covered observation deck, and proposed water feature.

#### CLIENT CONTACT:

Don Clements

p: (503) 537-4165

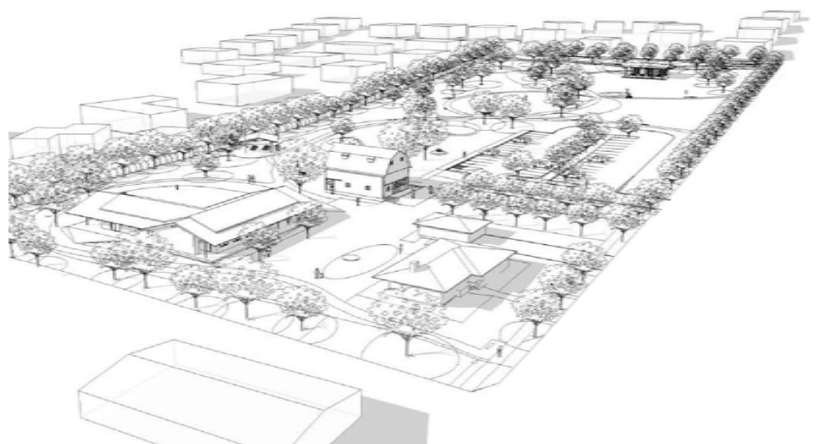
e: dclements@cprdnewberg.org

#### ORIGINAL CONTRACT VALUE:

\$63,680

#### HOW THIS PROJECT RELATES TO RILEE PARK:

- Programming Developed by Public Involvement
- Historical Farm Converted to Park
- Vehicular Parking
- Internal Trails Network
- Event Space Planning
- Repurposing of Existing Structures



#### LEGEND

- 1 ENTRY GROVE
- 2 EXISTING FAMILY HOME
- 3 FRAN AND JAN'S GARDEN
- 4 EXISTING GARAGE
- 5 RECEPTION HALL
- 6 EXISTING BARN
- 7 PLAZA
- 8 WATER FEATURE
- 9 BATHROOM AND STORAGE
- 10 ORNAMENTAL GARDENS
- 11 PLAY AREA
- 12 PICNIC SHELTER
- 13 PARKING LOT
- 14 PAR COURSE



### 3. PERFORMANCE HISTORY

#### WIRE MOUNTAIN PARK MASTER PLAN

USMC BASE HOUSING | CAMP PENDLETON SOUTH, CA

COMPLETED BY: NV5

Wire Mountain Park is an existing park located near the residential neighborhoods of Wire Mountain and South Mesa, on Marine Corps Base Camp Pendleton, CA. After realizing the existing park amenities underserve the community, the base housing Operator, Moss & Associates, contracted with WHPacific to prepare alternative concept designs that will update and upgrade the entire park. WHPacific' Landscape Architects developed three alternative master plans, all of which received thoughtful consideration. Ultimately Moss & Associates decided the "Centralized Athletic Use" option best met their programmatic needs. The preferred concept consolidated the baseball field amenities along a central plaza with bleachers, shade trees and concessions building. Other new amenities include playgrounds, ziplines, shade structure, paved trails, new xeric and drought-tolerant landscaping, and parking. The Operator expects to implement the concept master plan over the next several funding cycles. This master plan was completed in 2020.

#### HOW THIS PROJECT RELATES TO RILEE PARK:

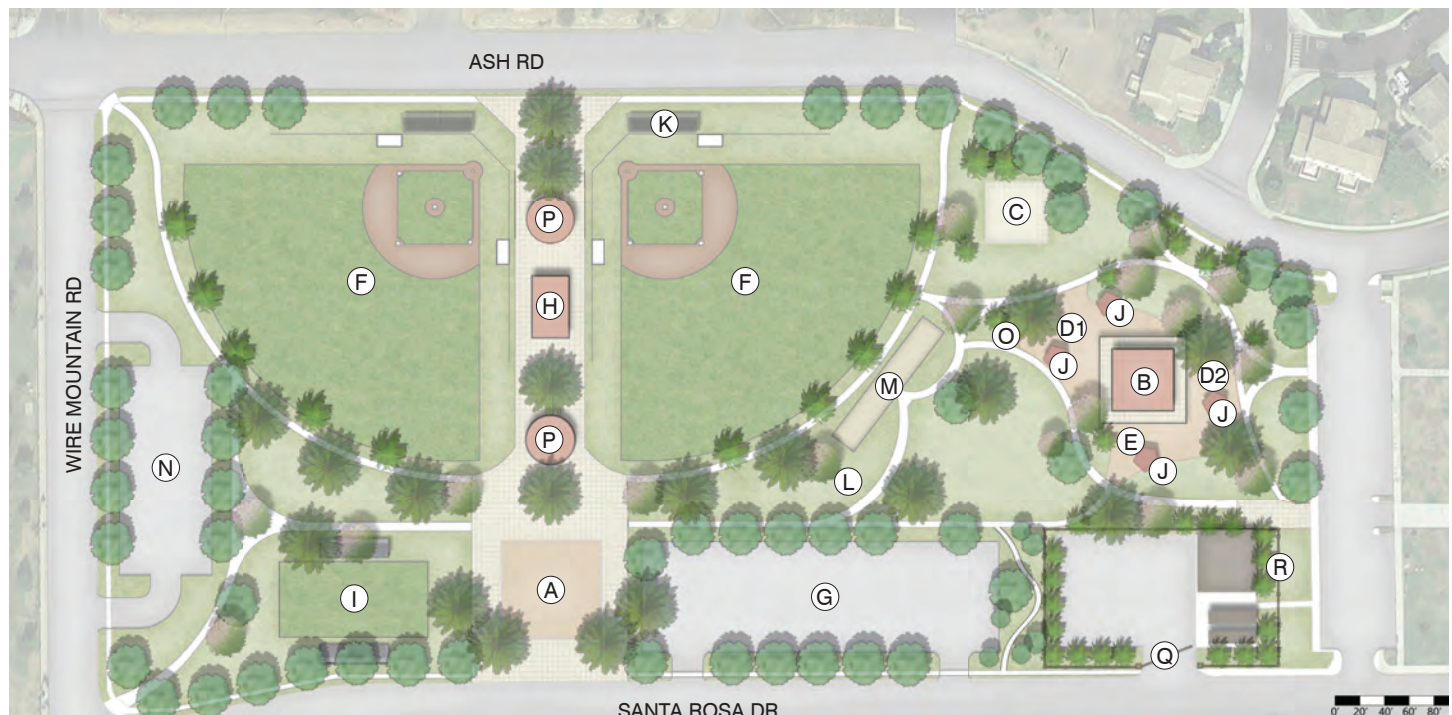
- Master Plan for an Existing Park
- Variety of Active and Passive Uses
- Internal Trail Network
- Cost Estimates
- Conceptual Master Plan Alternatives
- Final Master Plan

#### CLIENT CONTACT:

Scott Belknap, Moss and Associates  
p: (760) 575-8996  
e: sbelknap@mossca.com

#### ORIGINAL CONTRACT VALUE:

\$20,675



#### LEGEND

- A. ATHLETIC ZONE
- B. SHADED STRUCTURE WITH CONCRETE SLAB (SITE BUILT)
- C. PARENTS YOGA AREA WITH STROLLER PARKING
- D1. TOT LOT PLAYGROUND (6-12 YEARS OLD)
- D2. TOT LOT PLAYGROUND (6-12 YEARS OLD)
- E. JUNIOR TOT LOT PLAYGROUND (2-5 YEARS OLD)
- F. BASEBALL FIELD (235' FROM HOME PLATE TO FOUL POST)
- G. PARKING STALLS 10'x20' TYP.
- H. CONCESSIONS, BATHROOMS & STORAGE SHED
- I. MULTISPORT FIELD

- J. SHADE STRUCTURE (SITE BUILT)
- K. ALUMINUM BLEACHERS, TYP.
- L. GRASS HILLSIDE/MOUND WITH CONCRETE SLIDE
- M. DOUBLE ZIPLINE
- N. BASEBALL PARKING (34 STALLS)
- O. MEANDERING CONCRETE TRAIL WITH LANDSCAPING
- P. LARGE SHADE STRUCTURE (SITE BUILT)
- Q. GATE TO UTILITY PARKING LOT
- R. FENCE FOR UTILITY BUILDING AND PARKING





### 3. PERFORMANCE HISTORY

#### BOB AND CRYSTAL RILEE PARK ENVIRONMENTAL ASSESSMENT AND SITE ANALYSIS

CHEHALEM PARK & RECREATION DISTRICT | YAMHILL COUNTY, OR

COMPLETED BY:



#### RELEVANT SERVICES

Environmental Assessment

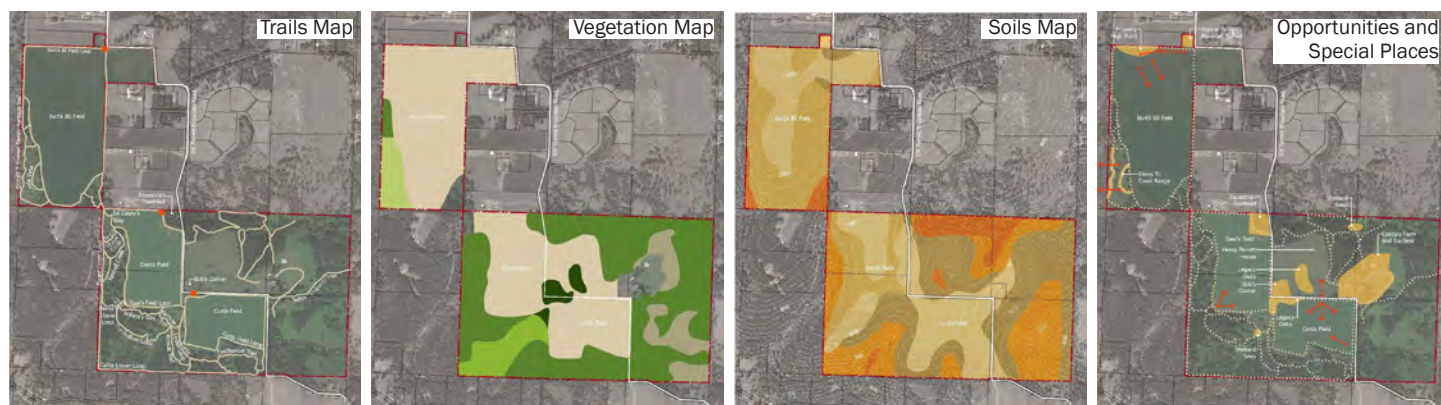
Existing Conditions Mapping

Site Analysis

Opportunities and Special Places Assessment

PROJECT DATE: 2016

Soon after CPRD acquired the property previously known as the Parrett Mountain Farm, WHPacific was hired to prepare an environmental assessment, site analysis, and opportunities and special attributes report of the property. The report aided the District in a land use application for a conditional use permit to allow park use on the Exclusive Farm (EF) zoned property, and will serve as the baseline of information to guide the master planning and operation of the park moving forward. The property exhibits an unspoiled, natural aesthetic and unique historical significance of early Euro-American settlers of the region, Samuel and Maria Everest Parrett, who arrived in Oregon Territory in 1853.



#### HISTORIC COLUMBIA RIVER HIGHWAY (HCRH) STATE TRAIL, MITCHELL POINT CROSSING

FEDERAL HIGHWAY ADMINISTRATION | HOOD RIVER, OR

PROJECT DATES: 2018 - 2024 (PROJECTED)

The HCRH was the first transportation facility in the U.S. to be designated as an historic highway. It is a National Scenic Byway, All American Road, Legacy Millennium Trail, National Historic Landmark, and part of the Oregon Scenic Byway Program. Development and restoration of trails, roadways, parks, and interpretive sites and signs is part of an ongoing effort by NV5 for ODOT to educate the general public about the HCRH and restore disconnected remnants of the Scenic Highway. Located within the Columbia River Gorge National Scenic Area, the HCRH passes through state parks, passes by a variety of waterfalls, features numerous spectacular vistas, park facilities, and distinctive interpretive signage.

NV5 was engaged in this bike/pedestrian trail project from the original concept design, aiding the team in the design of the trailhead, pedestrian overlooks and viewpoints, and the tunnel portals. Our landscape architecture studio worked with the civil and tunnel engineers to develop 3D models (shown) for stakeholder review. Aesthetics, safety, and functionality played a major role in stakeholders' review. Construction of the project began in 2021, with completion scheduled for 2024.

COMPLETED BY:



#### RELEVANT SERVICES

Public Involvement Process

Low Impact Design

Trail and Trailhead Design

Native Restoration Improvements



## 3. PERFORMANCE HISTORY

### DIRKSEN NATURE PARK

TIGARD PARKS AND RECREATION DEPARTMENT | TIGARD, OR

PROJECT DATES: 2013 - 2017

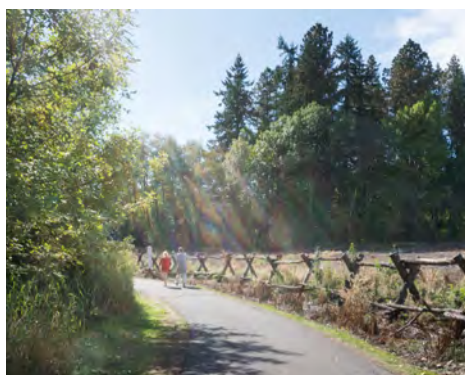
This park design project includes an interpretive shelter, soft surface and paved trails, fitness course, a natural play area for children, community gardens, and restrooms, as well as reorientation of the existing ballfield with a soccer field overlay, and new restoration plantings. Improvements for an existing environmental education building with two classrooms, parking, and adjacent landscaping. Street improvements were made to Tigard Street along with a new parking lot to access the park are also part of the project which began construction in the fall/winter of 2013, with completion in 2017. The project included multi-agency coordination with nine different entities. NV5 held the lead role in coordination with each agency.

COMPLETED BY:



#### RELEVANT SERVICES

Park Master Planning  
Environmental Permitting and Natural Resource Management  
Land Use Planning  
Variety of Active and Passive Uses



### DETROIT VISITORS PORTAL, DAY-USE, AND BIKEWAY ENHANCEMENTS

WESTERN FEDERAL LANDS HIGHWAY DIVISION | MARION COUNTY, OR

Located at the intersection of the West Cascades National Scenic Byway and Cascading Rivers Scenic Bikeway, the Western Federal Land Highway Division funded a new Visitor Portal Park in Detroit, improvements to an existing USFS Day-Use Area with frontage on the Detroit reservoir, and a new multi-use path connecting the two sites. Funded by the Federal Lands Access Program (FLAP) which promotes non-motorized access onto federal lands, the park amenities included a restroom building, bike parking and maintenance station, an informational kiosk, picnic tables, a circuit of exercise stations, a nature play playground, interpretive signage, and bioswales for stormwater treatment. The bikeway trail was a combination of new widened roadside edges and new soft-surface path routed through a forested riparian buffer adjacent to the Detroit reservoir. The Day-Use amenities included a restroom building, trails and walks, picnic tables, benches, and interpretive signs.

COMPLETED BY:



#### RELEVANT SERVICES

Park Master Planning  
Prefabricated restroom  
Trails through sensitive environmental habitat  
Picnic areas  
Exercise circuit  
Interpretive signage and trailhead kiosks

PROJECT DATES: 2016 - 2018





## 3. PERFORMANCE HISTORY

### RECUERDO PARK

TUALATIN HILLS PARK & RECREATION DISTRICT | ALOHA, OR

PROJECT DATES: 2017-2020

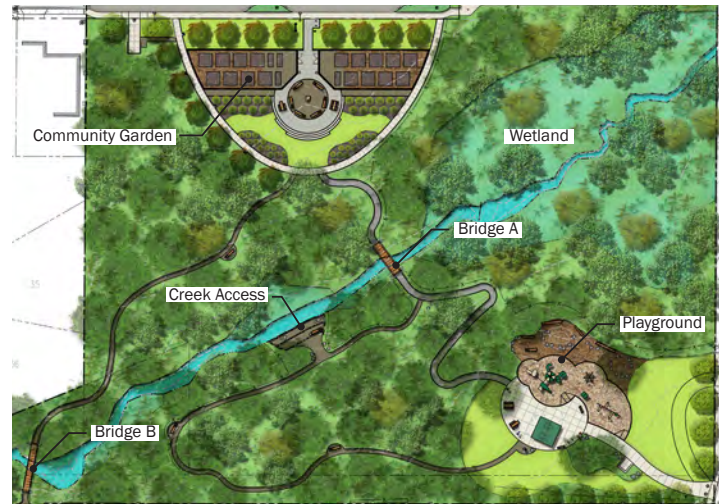
NV5 and JLA teamed on this 7.4-acre park, which went through an extensive public outreach campaign to ensure that the park best serves the needs of neighbors and other park users, while meeting the project goals and budget. Public outreach included community discussions with residents, an online survey, three design workshops, an online open house, and neighborhood meeting to review the master plan draft. While engaging with the public, it was discovered that the surrounding neighborhoods are located in a “food desert”, meaning that a grocery store is not within close proximity. The final design includes an edible landscape of fruit trees, berries, and native edible plants that will provide a necessary commodity for local residents. The heavily wooded site, intersected by Steed Creek, also includes a wetland area with existing wildlife habitat that has been preserved. An internal trail system, that includes two bridges over the creek, provides access to park improvements such as an ADA accessible playground, nature play area, picnic shelter area, a creek access terrace made from natural materials, and the community garden with edible landscape. The project also includes a half-street improvement at SW Marty Lane and stormwater treatment facilities.

COMPLETED BY:



#### RELEVANT SERVICES

- Environmental Assessment
- Internal Trail Network
- Public Involvement
- Nature Play Areas
- Park Master Planning
- Interpretive Signage



### CHEHALEM AQUATIC AND FITNESS CENTER

CHEHALEM PARKS & RECREATION DISTRICT | NEWBERG, OR

PROJECT DATES: 2015 - 2018

COMPLETED BY:



The Chehalem Aquatic and Fitness Center had been in use for over 50 years prior to an extensive renovation and addition for the facility. Through a robust community outreach process and operational research, the project team identified and achieved program goals like a gymnasium, fitness center, contemporary locker and changing rooms, space for competitive lap swimming and water polo, a dedicated area for swim lessons, recreational swim options for kids, and spectator seating. Alongside these needs, we also designed the building with special consideration for natural light, good air and water quality, and energy-efficient building systems. Site features include vehicle and bike parking, on-site stormwater treatment, a park and playground, and an outdoor basketball court. The result is a Center that is modern, rich in character and amenities, and designed to serve the Newberg community for decades to come. NV5 worked as a subconsultant to SEA on this project.

#### RELEVANT SERVICES

- Community Center Programming and Design
- Public Involvement
- Vehicular and Bike Parking
- Outdoor Recreational Improvements



## 4. UNDERSTANDING AND APPROACH

### Project Understanding

The project is to provide professional design services to develop a master plan for Bob and Crystal Rilee Park (Rilee Park). This 327-acre park is located in rural Yamhill County near the summit of Parrett Mountain. Chehalem Park & Recreation District acquired the property in 2013. The existing park's features include the original farmhouse with its surrounding farm outbuildings, a second residence that was the former Parrett Mountain School, four agricultural fields, and a network of hiking and equestrian trails.

The environmental study and site analysis, which our firm completed in 2016, will serve as a basis of planning and design during the master planning exercise. The Plan Recommendations for the Bob and Crystal Rilee Park document, prepared by the Park Advisory Committee in 2019, will be a valuable resource for developing park programming, layout alternatives, and ultimately the project master plan. CPRD would like to carry on the tradition of equestrian use of the park's trails and make trail improvements for hiking and mountain biking to capture the scenic and natural qualities of the property. Equestrian users, mountain biking groups/organizations, and pedestrian trail users are all important stakeholders for this project, and should be integral during the public involvement phase. Formalizing trail use and improvements specific to these different user groups will be an important aspect of the master plan.



Existing Farm House

Given our past experience working on the Rilee Park Environmental Assessment and Site Analysis, we are very familiar with this site and with CPRD's goals for establishing a master plan. We recently visited the site for a self-guided tour to experience anew the Park's beauty and scenic opportunities. While at the property, we observed the majority of the information shown in the environmental assessment remains valid and relevant today. We also understand that a CPRD intern has mapped some new trail segments on site via GPS. This will be helpful as we update our property base maps.

A review of the current Yamhill County GIS Map shows that the land use base zone (EF-40) for the property is unchanged since 2016. The majority of surrounding properties are actively farmed for agriculture purposes, including grape vineyards, livestock grazing, and seasonal crops. There are also large estate residences in the vicinity, many of which are located along NE Parrett Mountain Rd. Outreach to these neighbors will be important during the public involvement phase of the master planning process.

### Project Approach

Producing a meaningful design solution for a highly visible project such as this requires a thoughtful, inclusive and collaborative process with all interested parties. Our process will be further enhanced when we optimize our history and familiarity with the project, relevant experience, and our multidisciplinary expertise. Our approach to the public involvement, master planning, and conceptual design of this project begins with establishing and then maintaining open and honest communications with CPRD from contract negotiations to final project closeout. All other services in the pursuit of a successful outcome will evolve from this foundation. For the project to be successful, our approach will embrace the following:

- Support the mission to connect and enrich the community through the design of this master plan.
- Embrace the desire for recreational facilities and help CPRD utilize assets to heighten the quality of life in the community.
- Expand CPRD's presence and enhance its identity within the community.
- Respect the natural and historic constraints on the land and minimize any adverse impacts to those resources.
- Establish public support of the master plan by including the public in the process and integrating the community's preferences into the design.
- Produce a master plan that meets the District's budget and schedule.

### Task 1: Pre Design and Public Engagement

#### Base Mapping

NV5 will review and update the existing base maps we prepared in 2016 for the environmental assessment and site analysis, and adopt them once each has been reviewed by the District. We will incorporate updates to the trail system, based on GIS data provided by CPRD. If any other new GIS data or mapping of existing features is needed, our team will gather and produce this information. Base maps will include information at a GIS-level of detail, meaning a detailed topography or boundary survey will not be completed unless requested and accounted for in the scope. These updated base maps will be used as the starting point for the master planning effort, and will be available for presentation at any



of the public meetings, advisory committee meetings, or visioning sessions with CPRD. The existing base maps we currently have in editable format include:

- Park Context Map
- Park Boundary Map
- Waterways, Wetlands, and Drainage Pattern Map
- Soils and Topography Map
- Plant Communities Map
- Opportunities and Special Places Map
- Trail and Access Map
- Century Farm and Gardens Enlargement Plan

Some of these maps are presented on page 8 of the Performance History section of this proposal.

### Public Engagement

We will work collaboratively with CPRD to develop a public engagement and communications plan that will outline the project's purpose and goals, target audiences, key messaging and public involvement activities, timeline and roles for implementation. This program will outline communication and engagement activities to establish broad awareness of the effort as well as solicit engagement and input to inform the development of the master plan at key project milestones.

The goals of our engagement approach include:

- Get community involved in the process, including helping to shape the engagement for the variety of stakeholders.
- Create welcoming engagement activities that inspire and make people feel safe and heard.
- Be open to change based on desires and issues shared by the community - providing meaningful ways for stakeholders to influence the plans.

For parks plans, we often organize iterative rounds of public engagement around three key milestones. We design

activities for stakeholders to participate in one or all events yet are transparent that we are building on the work as we go. The first round of public engagement will be to share information (in-person and online) about the Master Plan effort including scope and previous recommendations, share the process and timeline, and solicit ideas from the public about their vision and preferences for the park amenities, services and programs.

### Public Engagement Activities

Engagement strategies will need to connect local neighbors and the variety of future users with topics that matter to them. Beyond a traditional public meeting or open house, we will encourage a program that integrates the following:

- Sounding board or broad advisory committee that provides high level input at each milestone, including on how we engage a diversity of stakeholders (neighbors, equestrian, mountain biking, hiking, agriculture/farm and others).
- Events on site that include:
  - » Guided site tours - by foot, bike, or even hayrides
  - » Family and child-centered, educational opportunities
  - » Demonstrations by stakeholders, i.e. mountain bike, farm, or horse "demonstrations"
- Online opportunities, surveys, or comment forms, that focus feedback and options.

Tailored engagement will encourage participation. Interactive events that create welcoming and relevant opportunities to participate can inspire and build support for the ultimate plan. For a unique regional site, experiencing it in person improves the quality of feedback for the planning team.

### Project Visioning Session with CPRD/Advisory Committee

An effective and efficient way to achieve planning and design consensus is through a project visioning session. We propose an in-person meeting with the District and advisory committee members selected by CPRD, to discuss the project programming, goals, existing conditions, and opportunities. Themes that emerge during this meeting will be weighted against public input to help identify, synthesize, and develop the preliminary master plan alternatives. The results of this meeting will build upon the 'Plan Recommendations for the Bob and Crystal Rilee Park' report developed by the Park Advisory Committee in 2019.

In addition, a site tour with the District and stakeholders would help to provide insights into the project history, scope, needs, purpose, goals and constraints. Programming, goals and opportunities discussed at the design visioning session will also be evaluated on site.



*Design Charette Meeting*

## 4. UNDERSTANDING AND APPROACH

**Focused programs to be considered could include:**

### *Community Education Opportunities*

A wide variety of opportunities exist within the park for community education, including the Heritage Farm, a Visitor's Center, Folk School, Youth Farm, Equestrian Education Center, and Garden Area. Each of these opportunities will be evaluated during the public involvement phase and then prioritized and conceptually arranged on site. Each opportunity identified related to community education includes a specific set of program requirements from parking, new structures, repurposing existing structures, gardens, storage and shop needs. We will consider past recommendations, constraints, operations, access, security infrastructure, design and adjacencies and future needs.

### *Recreational Activities Planning*

Recreational opportunities abound within the 327-acre park. Equestrian use, mountain biking, hiking, picnicking, bird watching, and nature photography are but a few possibilities. The public involvement process will identify activity preferences and rank-order those that are compatible with the District planning objectives and the site. A list of preferred activities will be included in the final master plan report. Our process will include laying out and arranging each type of use on site in a logical and cohesive manner. Improvements that activate recreational day-use within the park will be given preference, unless otherwise directed.

### *Trails, Trailheads, and Signage*

The park presently offers an abundant network of trails. We believe these trails could be enhanced with better signage, surfacing, and more developed trailheads. Informational kiosks at each trailhead would likely help park users locate and orient themselves within the park and help them chart their route(s) throughout the park. Trail connections from the park to external regional trail systems would also improve regional connectivity and park access.

Current trail users include equestrians, mountain bikers, and pedestrian hikers. At times, these different user groups intersect and may possibly conflict with each other if two or more converge at a "bottle neck" location on the trail network. As such, we will explore ways to formalize the trail uses by the different user groups. This may include specific days of the week or hours of use, or specific areas of the park identified for different user groups. Formalizing trails in this way may prove to be a fluid and iterative process, requiring the development of an interchangeable trail signage design that can be adjusted to meet seasonal, daily, or even hourly demands.

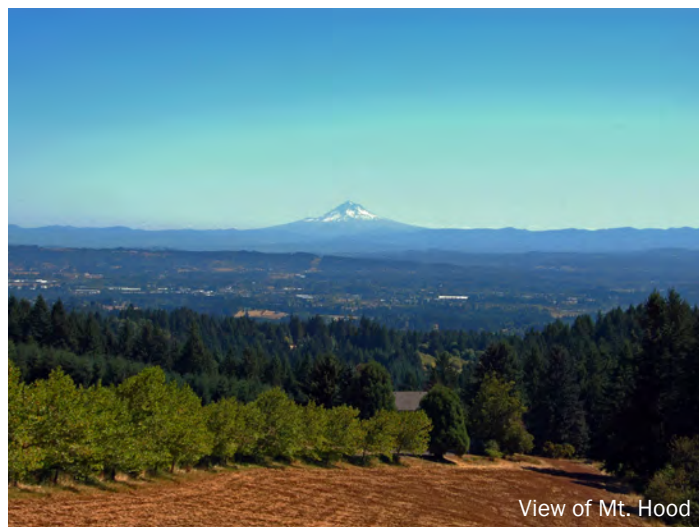
### *Nature Play Area*

It seems that Rilee Park should be a family-friendly park that is appealing to local families with children who might want to

experience nature without traveling a great distance. A nature play area would be consistent with the natural park themes, other amenities, and identity of the park. Providing nature play would very likely encourage day-use by families. It could also be a focal point during family or community events, or other larger interest group gatherings held at the park, while encouraging exercise and exposure to nature.

### *Structures and Event Space Planning*

Hosting events such as weddings, reunions or similar events (farmer's markets, day camps, wine tasting, harvest festivals, etc.) was a recommendation of the BCRPAC and could be a source of revenue as well as jobs for the community. Events within the park are currently capped at an occupancy of 100 people due to the Conditional Use Permit with Yamhill County. Our planning effort will explore ways to work within this occupancy limit for events, while planning for potential future expansion as well. Existing facilities such as the farmhouse and catering kitchen off the main gravel lot could be initially utilized and combined with the future developments on the site such as the folk school and formal visitor center. Types of events, size and frequency will be evaluated based on the current park infrastructure, off-site impacts (noise, traffic, lights, etc.) and future site development.



View of Mt. Hood

## Task 2: Master Plan Alternatives

Once initial public engagement has been completed and documented, and a vision for the park master plan has been established, we will develop and provide up to three bubble diagrams depicting layout options, spatial relationships, circulation patterns, and focal points for each alternative. The bubble diagrams will be coordinated with the CPRD project manager for comment, and then be utilized as the basis to develop up to three preliminary master plan alternatives.

Design of the preliminary master plan alternatives will be focused on developing layouts for the park and trail



improvements that are functional, cohesive, suited to user preferences, and limit impacts to the land and to neighbors. Our process will focus on finding design solutions that function properly for users' needs, have appropriate proximities of different uses, suit the District's maintenance abilities and resources, and meet any established project budgets. Program elements included in the park alternatives will be located and designed for usability, inclusivity, accessibility and safety, while staying true to CPRD's mission, the Park Advisory Committee Plan Recommendations from 2019, and identified project goals.

The second round of public engagement will be to report out to the public on what was heard from the community through the first round of engagement and present the bubble diagrams and preliminary master plan alternatives that respond to what was heard. This will provide opportunities for deeper conversations that can shape the design as it evolves. Once the community has provided input, and District staff have provided review and comment, these alternatives will then be evaluated to determine a preferred master plan. The design will refine one of the (or a combination of multiple) preliminary master plan alternatives. A preliminary cost estimate will be provided for the preferred master plan.



### Task 3: Final Master Plan Report

The final round of public engagement will be to report out on what was heard from the community through the process and present the preferred master plan design concept for community confirmation. This step will need to communicate what was heard and how input was addressed.

After the preferred master plan has been presented and evaluated by the community, District staff, and the Parks Board, NV5 will gather all input received throughout the entirety of the project and finalize the park master plan design. This final design will be included in a compiled master plan report.

As part of the final report, we will develop guidelines for environmental habitat protection and restoration. These guidelines will define existing habitats present on site along with a management plan for each one to eliminate noxious or invasive species and reestablish healthy plant communities. Other information included in the final report will include the environmental assessment, site analysis, and public involvement summary as background information. The master plan will also synthesize the list of improvements into a phased implementation plan, operational plan, and cost estimate. The final master plan and cost estimate will then be provided to CPRD for approval.

### Cost Estimating

In order for the District to develop realistic annual budgets it is essential to provide an accurate cost estimate for the build-out of the master plan. The master plan will be produced on a scalable AutoCAD drawing so quantities can be accurately measured. Areas of clearing and grading can be measured and excavation depths determined from our files that have the site topography mapped. Having this data already in hand should save the District time and money. Trail distances will be accurately measured to the nearest foot. Park improvement costs will be estimated for any new structures, pavilions, trailhead kiosks, utilities, playgrounds, recreational improvements, and other site improvements. Soft costs will be estimated, as needed, for things such as geotechnical evaluations, traffic analysis, permit fees, and engineering design services. A design and construction contingency factor and escalation clause will be added so cost projections will be valid for future budgeting.

### Time Guideline and Price Quote

As stated in the RFQ, we will prepare and submit a detailed project time guideline and price quote when we are notified by CPRD to submit a Master Plan proposal.

### SCOPE OF WORK AND DELIVERABLES

(\*Deliverables are noted with an asterisk)

#### Task 1: Pre Design and Public Engagement

##### Base Mapping

- Update/Adopt Base Maps, including Soils and Topography, Waterways and Wetlands, Existing Structures and Trails, and Opportunities and Special Places \*

##### Public Engagement

- Options include: stakeholder meetings, guided site tours, educational opportunities, in-person and online open houses
- Document public process and input in report - share with CPRD and community \*

##### Park Programming

- Project Visioning Session and site tours with CPRD/Advisory Committee
- Summarize programming themes from the public involvement meetings into a program of park improvements. Circulate the program amongst District staff to gain a consensus and take final comments. \*

#### Task 2: Master Plan Alternatives

##### Programming Arrangement

- Develop up to three (3) bubble diagrams of site program layout alternatives, including: \*
  - » Community Education Opportunities
  - » Recreational Activities Planning
  - » Trails, Trailheads, and Signage
  - » Nature Play Area
  - » Structures and Event Space Planning
- Submit bubble diagrams to the District for review and comment

##### Preliminary Master Plan Alternatives

- Expand the bubble diagrams into up to three (3) preliminary master plan alternatives \*
- Public Involvement Second Round: share programming and preliminary master plan alternatives with the public - document feedback \*
- Design team meeting with the District to review preliminary master plan alternatives to determine a design(s) to advance

##### Preferred Master Plan

- Refine the design into one (1) preferred master plan \*
- Develop preliminary cost estimate for the preferred master plan \*

#### Task 3: Final Park Master Plan Report

- Public Involvement Third Round: share preferred master plan with the public for confirmation - document feedback \*
- Design team meeting with District to review preferred master plan and cost estimate
- Present the preferred master plan and cost estimate to the Parks Board
- Finalize Park Master Plan design based on feedback from the public, District staff, and Parks Board \*
- Finalize Cost Estimate \*
- Combine environmental assessment, site analysis, bubble diagrams, public involvement summary, preliminary master plan alternatives, final master plan, phased implementation plan, and final cost estimate into a Master Plan Report \*
- Provide Master Plan Report, maps, and graphics to CPRD in digital format \*

##### Assumptions

- NV5 Drawings Standards will be utilized for site plan preparations.
- The project approach is based on utilizing AutoCAD and GIS mapping we prepared for the Environmental Site Analysis.
- On-site topography and boundary survey is not included, but could be useful for specific high use areas yet to be determined.
- Arborist tree evaluations or arborist report are not included.
- Vehicular traffic studies and engineering are not included.
- Geotechnical studies are not included.
- Hazardous material investigations are not included.
- Fees required for agency land use applications or permits are not included.



**LANDSCAPE ARCHITECT***Wilsonville, Oregon*

jon.champlin@NV5.com

**503.372.3637****EDUCATION**

Master of Landscape  
Architecture, Kansas State  
University

**REGISTRATIONS**

Registered Landscape Architect:  
OR #0967

**AFFILIATIONS**

American Society of Landscape  
Architects (ASLA)

Council of Landscape  
Architectural Registrations  
Boards (CLARB) #39959

**JON CHAMPLIN, RLA, ASLA****Role: Project Manager/Landscape Architecture**

Jon has twelve years of experience in landscape architecture and project management. He has worked on a variety of project types with a focus on public parks and recreation. His excellent client relation skills, strong ability to effectively manage deadlines, experience working in all phases of the design process, and consistent delivery of quality work have made him a reliable, go-to person for key projects such as this. Jon is adept at managing a project to keep multiple disciplines informed, projects on schedule, and designs within budget. His experience in leading client work sessions and his collaborative approach to complex problems regularly leads to creative design solutions, enriching the user experience for the client once the project is complete.

**Project Experience****EWING YOUNG PARK MASTER PLAN**

CHEHALEM PARKS AND RECREATION DISTRICT | NEWBERG, OR

Jon served as design team leader for this large nature park. The design process began with a public open house, site analysis, and a visioning work session with CPRD. Existing park amenities include a BMX track, skate park, RC track, disc golf course, nature trails, dog park, playgrounds, and picnic shelters. Multiple options for a new bridge over Chehalem Creek were designed to provide access to a currently inaccessible 11-acres of the park, allowing for expansion of the trail network and other park amenities.

**WIRE MOUNTAIN PARK MASTER PLAN**

USMC BASE HOUSING | CAMP PENDLETON SOUTH, CA

Jon lead the design for this 11-acre park master plan, located in north San Diego County. The park will serve the needs of the families living on the Camp Pendleton Marine Corps Base and is programmed to serve users of all ages, from toddlers to adults. Planned amenities include a large natural turf baseball field complex, a plaza with bleachers, a restroom building with an equipment storeroom, drinking fountains, and a concessions counter, a multi-sport field, permanent shade structures and site furnishings, soft-surface playgrounds, a hard-surface path system, a double zipline, native planting, and a permanent irrigation system.

**RECUERDO (CROWELL WOODS) PARK**

TUALATIN HILLS PARK &amp; RECREATION DISTRICT | ALOHA, OR

Jon was the project manager and design leader for this 7-acre neighborhood park. Along with a playground, picnic shelter, and community garden, the park includes an extensive trails and two Western Wood Structures glue-laminated wood pedestrian bridges over Steed Creek. Jon was responsible for design and documentation, value engineering, permitting and agency coordination, and construction administration.

**FOREST PARK VISITOR CENTER AND TRAILHEAD\***

CITY OF PORTLAND PARKS &amp; RECREATION | PORTLAND, OR

Jon worked on the trailhead plaza design, trail alignment, and overlook viewpoints. Trails were designed to traverse the existing 50% slopes, using low-impact construction methods such as gravel paving and a hand-placed retaining wall system. Jon designed and detailed the overlook viewpoints to fit amongst the existing trees, providing trail users with both forest and city views.

\* Project under previous employment



### SENIOR LANDSCAPE ARCHITECT

Wilsonville, Oregon  
mike.smyth@NV5.com  
503.372.3615

### EDUCATION

BS, Landscape Architecture,  
Washington State University

### REGISTRATIONS

Registered Landscape Architect:  
OR #0317

### AFFILIATIONS

American Society of Landscape  
Architects (ASLA)

Council of Landscape  
Architectural Registrations  
Boards (CLARB), National 0773

DHS Federal Emergency  
Response Official (FEMA CERT)

## MIKE SMYTH, RLA, ASLA

### Role: Project Quality Assurance/Quality Control

Mike has decades of professional landscape architect experience working on a diverse mix of public and private projects throughout the west. Mike manages the Landscape Architecture Studio in the Portland office, which functions as a service center for NV5's western United States offices. Mike's experience with public agencies includes management of landscape architecture on-call contracts for Washington and Oregon DOT's, the Bonneville Power Administration, and the Western Federal Lands Highway Department, as a subconsultant. In addition to leading the design of multiple park renovation projects Mike is also experienced in different facets of environmental design, including wetland mitigation and riparian restoration design, and stormwater facility planting design required for water quality standards compliance. Mike has years of experience building strong client relationships, managing project teams, designing and collaborating with allied design disciplines, and delivering comprehensive service on projects of all sizes and complexities.

### Project Experience

#### WIRE MOUNTAIN PARK MASTER PLAN

MOSS & ASSOCIATES | MCB CAMP PENDLETON, CA

Mike managed the design and renovation of an existing park in the Wire Mountain and South Mesa neighborhoods on Camp Pendleton. The planned renovation will be designed and built in phases over several funding cycles. Planned amenities include active playgrounds, sports fields, ziplines and courts; and passive areas suited for outdoor yoga, sheltered picnics, and paved walking paths.

#### DETROIT VISITOR PORTAL, DAY USE AREA, AND BIKEWAY ENHANCEMENTS

DETROIT AND MARION COUNTY, OR | WESTERN FEDERAL LANDS HIGHWAY DIVISION AND ODOT

Mike managed the landscape architecture planning and design for a new 5-acre park/visitor portal in the rural community of Detroit, OR. Constructed in 2018, the Visitor Portal park serves motorists traveling on the West Cascades National Scenic Byway, and bicyclists pedaling the Cascading Rivers Scenic Bikeway, where both intersect in Detroit. The new Visitor Portal park amenities included flush restrooms, bike parking and a fixed repair station, kiosks, exercise circuit with multiple permanent stations, a nature play playground, stormwater bioswales, a hard- and soft-surface multi-use path, a pollinator friendly meadow, and native landscape plantings. The Forest Service Day Use Area amenities, located on the Detroit Reservoir, included vault restrooms, hard- and soft-surface multi-use path, wood picnic tables and benches, a group picnic site, interpretive wayfinding, stormwater bioswales, and native plantings and seeding. Connecting the Visitor Portal park and the Day Use Area is a mile-long soft-surface pedestrian and bicycle trail that winds through sensitive forested uplands and wetlands.

#### HCRH STATE TRAIL, MITCHELL POINT CROSSING

WFLHD | COLUMBIA RIVER GORGE NATIONAL SCENIC AREA, HOOD RIVER COUNTY, OR

Mike led the aesthetic and landscape design of a new 0.75-mile long trail and tunnel project that included park renovations, a trailhead with 20-stall parking lot, overlook restoration, a scenic viewpoint, and a new 800' tunnel at Mitchell Point. The project replaces the destroyed two-lane scenic highway, viaduct and tunnel built in the early 1900's.





# Sid Scott



Architect, AIA, LEED AP, Principal

## Principal-In-Charge

Sid has 37 years of experience in a wide range of project types throughout the western United States, including parks and recreation, community, civic, public safety, industrial, maintenance facilities, office space, hospitality, and educational projects. He is an honors graduate of Montana State University and is a registered architect in Oregon. Sid has primary firm responsibility for project planning and design. He provides the team with superior communication, programming and design development skills. Sid's public sector work spans his entire career and features city and county planning and facilities including community centers, recreation centers, cultural centers, parks, senior centers, libraries, food banks, and much more.

Sid's public sector work spans his entire career and features city and county facilities including community centers, recreation centers, cultural centers, parks, senior centers, libraries, food banks, and much more. Sid has most recently worked on the award winning Chehalem Aquatic & Fitness Center and is currently working on the Lake Oswego Recreation & Aquatics Center.

Sid will work closely with the project team, from early stakeholder engagement through the development of the master plan, challenging the team to produce insightful and creative architectural solutions for your project.

## Relevant Projects

- Sander Estate Park Master Plan – Dundee, OR
- Hood View Park Concessions – Happy Valley, OR
- Hood View Community Center Study – Happy Valley, OR
- Scouters Mountain Picnic Shelter – Happy Valley, OR
- Oakridge Bike Trails – Oakridge, OR
- Cape Kiwanda Public Restrooms – Pacific City, OR
- Lincoln City Community Center – Lincoln City, OR
- Lincoln City Community Center Master Plan – Lincoln City, OR
- Chehalem Aquatic & Fitness Center Study – Newberg, OR
- Chehalem Aquatic & Fitness Center – Newberg, OR
- Lake Oswego Recreation & Aquatics Center – Lake Oswego, OR (in progress)
- University Park Community Center – Portland, OR
- Forest Grove Parks & Aquatic Needs Study – Forest Grove, OR
- Seawatch Clubhouse Pool & Fitness Room – Pacific City, OR
- Veterans Memorial Coliseum Design Update – Portland, OR
- Lincoln City Cultural Center – Lincoln City, OR
- Astoria Senior Center – Astoria, OR
- Chehalem Cultural Center Phases I, II, III, IV – Newberg, OR
- Fern Ridge Community Center & Food Bank – Veneta, OR

## Education

Masters of Architecture,  
Magna Cum Laude, MSU,  
1985

## Years in Profession

Total Years 37

## Certifications

LEED AP

## Registrations

Registered Architect in 23  
states including Oregon

## Memberships

American Institute of  
Architecture (AIA)

Architecture Foundation of  
Oregon (AFO)

National Council of  
Architectural Registration  
Boards (NCARB)



Scouter's Mountain Pavilion



Hood View Concessions Building



University Park Community Center

# Jennifer Marsicek

Architect, AIA, LEED AP, Senior Associate

## Project Manager



Jennifer has 23 years of experience in a wide range of public and private sector projects. She has proven ability to successfully manage complex projects ranging from planning and feasibility studies to state-of-the-art building projects. Jennifer's public sector work includes city and county facilities including numerous community spaces and centers, senior centers, and social service facilities. In addition, her project portfolio includes both new and remodel projects, historical renovations, tenant improvements, as well as grant funding requests, and LEED project administration.

Jennifer has most recently worked on the Sander Estate Park Master Plan, the award winning Chehalem Aquatic & Fitness Center and is currently working on the Lake Oswego Recreation & Aquatics Center, and the renovation of Portland's historic Veterans Memorial Coliseum.

Jennifer will work closely with the project team, providing parks and recreation expertise to deliver thoughtful and long-lasting designs.

## Relevant Projects

- Sander's Estate Park Master Plan – Dundee, OR
- Forest Grove Parks & Aquatic Needs Study – Forest Grove, OR
- Chehalem Aquatic & Fitness Center Study & Building – Newberg, OR
- Chehalem Cultural Center Phases I, II, III, IV – Newberg, OR
- Lake Oswego Recreation & Aquatics Center – Lake Oswego, OR
- Veterans Memorial Coliseum Design Update – Portland, OR
- Spectator Facilities Providence Park Expansion, Project Document & Construction Review & Oversight – Portland, OR
- Providence Park ADA Barrier study – Portland, OR
- Astoria Senior Center – Astoria, OR
- Oregon City Public Library – Oregon City, OR
- Seawatch Clubhouse Pool & Fitness Room – Pacific City, OR
- Evergreen Space Museum – McMinnville, OR
- North Plains Senior Center Study & Renovation – North Plains, OR



Sander Estate Park Master Plan



Lake Oswego Recreation & Aquatics Ctr



Chehalem Aquatic & Fitness Center

## Education

Bachelor of Architecture from  
UofO, Cum Laude

## Years in Profession

Total Years 23

## Registrations

Registered Architect in the  
State of Oregon

## Certifications

LEED AP

## Memberships

American Institute of  
Architecture (AIA)





# ADRIENNE DEDONA

## SENIOR PROGRAM MANAGER



### EDUCATION

University of Portland  
B.A. Life Science

### PROFESSIONAL

Certified in SDIC (Systematic Development of Informed Consent),  
Institute for Participatory Management

Trained in Technology of Participation:  
Group Facilitation Methods, Institute of Cultural Affairs

Strategies for Dealing with Opposition  
and Outrage in Public Participation,  
International Association for Public  
Participation (IAP2)

Comprehensive Equity Workshop:  
From Theory to Application, IAP2

2016 Excellence in Communication  
Award, American Waterworks  
Association Pacific Northwest

2020 Respect for Diversity, Inclusion  
and Culture Award, IAP2 USA

### EXPERTISE

Senior-level engagement strategist  
with decades of work with public  
agencies and stakeholders

Expertise in strategy, facilitation,  
online engagement, development of  
communications, public events

Extensive experience working on  
parks, recreation, facilities and trail  
planning processes

Horse owner with personal interest in  
trail riding

Adrienne has helped government agencies positively and productively engage with the communities they serve since 1999. Adrienne leads JLA's southwest Washington office. Adrienne is a lifelong resident of Clark County is well acquainted with many agency staff, elected officials and community members. Her personal and professional background and extensive network of contacts enhance her ability to engage people effectively and genuinely.

Adrienne has designed, managed and implemented complex public involvement programs for local, regional and state-wide projects across Washington and Oregon. Her clients appreciate her broad knowledge of all facets of public involvement programs, including: developing project-specific strategies and decision-making frameworks, conducting stakeholder interviews and online surveys, developing engaging informational materials, and facilitating public meetings. Clients, project teams and stakeholders enjoy working with Adrienne and her collaborative and flexible management style.

Adrienne is a sought-after facilitator for advisory committees and large-scale public forums. Her expertise has helped forge agreements on public projects involving multiple agencies and diverse communities, including advocacy groups, concerned neighbors, as well as business and property owners.

### RELEVANT PROJECT EXPERIENCE

**78<sup>th</sup> Street / WSU Property Concept and Master Planning**, *Clark County*

**Community Campus Park Planning and Development**, *City of Sandy*

**Sandy Parks & Trails System Master Plan**, *City of Sandy*

**Woodburn Parks and Recreation Master Plan**, *City of Woodburn*

**Off-Road Cycling Master Plan**, *Portland Bureau of Planning & Sustainability*

**Parks, Recreation and Open Space Plan**, *City of Camas*

**Parks Comprehensive Plan Update**, *City of Battle Ground*

**Comprehensive Parks & Recreation Plan Update**, *Vancouver Department of Parks and Recreation*

**Old Town/Chinatown Redevelopment Project**, *Prosper Portland*

**Cooper Mountain Community Plan**, *City of Beaverton*

**Regional Skills Center Feasibility Study**, *Cowlitz, Lewis + Wahkiakum Counties*

**Wilsonville East-West Connector Corridor Plan / 5th Street to Kinsman Road Extension**, *City of Wilsonville*

**Glendoveer Golf Course & Fitness Trail Facility Assessment & Business Plan**, *Metro Regional Government*

**Agricultural Preservation Advisory Committee (APAC)**, *Clark County*





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