



October 15, 2025

David Valenzuela, Superintendent
Three Rivers School District
8550 New Hope Road
Grants Pass, Oregon 97527

Re: Three Rivers School District
Seismic Retrofit Project
Lincoln Savage Middle School
Recommendation to Pre-approve Design Services Contract

Dear David,

Earlier this fall, the Three Rivers School District finalized an agreement with the state for a Seismic Rehabilitation Grant at Lincoln Savage Middle School. HMK has created a budget and project schedule to complete this work over the summer of 2026. In order to accomplish this aggressive schedule, we have issued key Requests for Proposals (RFP), including:

1. Geotechnical Investigation
2. Hazardous Material Testing
3. Design Services

The RFP for Design Services is an informal process, whereby the anticipated value is approximately \$250,000. As part of an informal process, HMK has sent the RFP to five highly qualified firms. Each firm will submit their qualifications to the District. The District will then select the most qualified (experience, technical expertise, capacity, past performance, etc.). Once a firm is selected, HMK will begin fee negotiations. In the essence of time, HMK requests that the board pre-approve David Valenzuela to accept successful fee negotiations and issue a contract to the selected firm, providing the fee is within the outlined budget (enclosed).

This recommendation is based upon the need to move forward with design procurement to maintain project schedule, provided that the associated fees remain within the budget for design services as defined in the preliminary cost estimate of the seismic evaluation report.

This approach will allow us to engage the necessary design team without delay while ensuring that all expenditures remain consistent with the financial parameters already established by the project budget.

Sincerely,

Josh Whitaker

Josh Whitaker
Project Manager
HMK Company

Att: Lincoln Savage Middle School Project Budget



THREE RIVERS SCHOOL DISTRICT
SRG PROJECT
LINCOLN SAVAGE MIDDLE SCHOOL
OCTOBER 6, 2025

		Original Budget
Project Expense		
Hard Cost		
Maximum Allowable Construction Cost (MACC)	\$	1,800,000
Pre-Construction		
Construction Contingency	\$	87,453
Construction Sub Total		\$ 1,887,453
Soft Cost		
Administrative Cost		
Legal Fees	\$	2,500
Project Management	\$	98,365
Reimbursable Expenses	\$	2,000
Site Cost		
Geo-Tech Report	\$	55,000
Planning Cost		
Design Fees	\$	290,000
A & E Reimbursable Expenses	\$	-
Hazardous Materials Consultant	\$	22,000
Special Inspection and Testing	\$	25,000
Plan Review & Building Permits	\$	30,000
Printing & Plan Distribution	\$	500
Miscellaneous		
Legal Advertisements	\$	1,000
Criminal Background Checks	\$	500
Unallocated Owner Contingency	\$	84,352
Other		
Sub Total Soft Cost		\$ 611,217
Total Project Cost		\$ 2,498,670