



# SANDY URBAN RENEWAL BOARD MEETING

Tuesday, February 20, 2024  
Sandy City Hall and via Zoom

## AGENDA

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### **TO ATTEND THE MEETING IN-PERSON:**

Come to Sandy City Hall (lower parking lot entrance) - 39250 Pioneer Blvd., Sandy, OR 97055

### **TO ATTEND THE MEETING ONLINE VIA ZOOM:**

Please use this link: <https://us02web.zoom.us/j/81646304721>

Or by phone: (253) 215-8782; Meeting ID: 81646304721

**Note: Urban Renewal Meeting will begin following City Council Meeting adjournment**

### **ROLL CALL**

### **APPROVAL OF MINUTES**

1. [Approval of Minutes: December 18, 2023](#)

### **NEW BUSINESS**

2. [Tenant Improvement Grant: Sandy Underground \(Project #23-002 TI\)](#)
3. [39050 Pioneer Blvd Parking Lot Purchase](#)

### **ADJOURN**

Americans with Disabilities Act Notice: Please contact Sandy City Hall, 39250 Pioneer Blvd. Sandy, OR 97055 (Phone: 503-668-5533) at least 48 hours prior to the scheduled meeting time if you need an accommodation to observe and/or participate in this meeting.



# SANDY URBAN RENEWAL BOARD MEETING

Monday, December 18, 2023 at 6:00 PM  
Sandy City Hall and via Zoom

## MINUTES

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### ROLL CALL

#### PRESENT

Chair Stan Pulliam  
Board Member Chris Mayton  
Board Member Laurie Smallwood  
Board Member Rich Sheldon  
Board Member Kathleen Walker  
Board Member Carl Exner  
Board Member Don Hokanson

#### ABSENT

Board Member Phil Schneider  
Board Member Khrys Jones

### APPROVAL OF MINUTES

1. Approval of Minutes: November 6, 2023; December 9, 2023

**MOTION: Approve the November 6, 2023 and December 9, 2023 minutes.**

Motion made by Board Member Walker, Seconded by Board Member Sheldon.

Voting Yea: Chair Pulliam, Board Member Mayton, Board Member Smallwood, Board Member Sheldon, Board Member Walker, Board Member Exner, Board Member Hokanson

**MOTION CARRIED: 7-0**

### NEW BUSINESS

2. Contract Award: Demolition of Vacant Buildings at the Community Campus Site

The Parks and Recreation Director summarized the staff report, which was included in the agenda packet.

Board discussion ensued, related to the following topics:

- Requirements to award to the lowest bidder
- Specifics related to the demolition process, especially related to removal of the previous skatepark

- Importance of installing compacted gravel to ensure utility of the site until further improvements are made
- Timing of demolition versus park construction
- Details on erosion control measures and processes
- Coordination with Oregon Trail School District staff regarding any impacts to the adjacent elementary school
- Overview of hazardous materials abatement processes and protocols

**MOTION: Award the contract for the demolition project at the Community Campus site to Groat Brothers Inc. in an amount not to exceed \$543,030.00**

Motion made by Board Member Smallwood, Seconded by Board Member Mayton.

Voting Yea: Chair Pulliam, Board Member Mayton, Board Member Smallwood, Board Member Sheldon, Board Member Walker, Board Member Exner, Board Member Hokanson

**MOTION CARRIED: 7-0**

**ADJOURN**

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**Meeting Type:** Sandy Urban Renewal Board  
**Meeting Date:** February 20, 2024  
**From:** Kelly O’Neill Jr., Development Services Director  
**Subject:** Tenant Improvement Grant: Sandy Underground (Project #23-002 TI)

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### DECISION TO BE MADE:

Approve or deny the expenditure of urban renewal funds for a Tenant Improvement grant for the Sandy Underground project.

### BACKGROUND / CONTEXT:

The Tenant Improvement Program Guidelines (amended September 2023) [can be found here](#).

This tenant improvement request is from Chris Larson and Yvonne Haney. They are proposing a new dining option in the basement of the old VFW building at 38452 Proctor Blvd. Project #23-002 TI would convert the basement of the old VFW building into a restaurant called Sandy Underground. The proposed improvements include demolition and construction with the following items as the primary focus:

- Demolition of the existing residential cabinetry, the existing porous wood surfaces at the bar, and the existing laminate flooring.
- Refinish the concrete flooring once the laminate flooring is removed.
- Refinish the walls in the kitchen area with a non-porous surface and installing stainless steel behind the cooking equipment.
- Installation of a wall to enclose the kitchen.
- Installation of a commercial hand sink, dishwasher, dish sink, and prep sink in the kitchen.
- Installation of a mop sink in the pantry.
- Installation of a hand sink, dish sink, dish sink, prep sink, and ice well in the bar.
- Installation of two floor drains.
- Installation of a grease trap interceptor and plumbing to the sinks and floor drains.
- Installation of a new and functional back-bar.
- Installation of a new bar surface, including an ADA accessible area at the bar.
- Repaint the interior, including all walls and the ceiling.

Chris Larsen and Yvonne Haney have attempted to obtain bids from five different contractors. Two contractors, Connors Cabinetry and Woodworks LLC and BNK Construction Inc., submitted bids for the project. The low bid from Connors Cabinetry and Woodworks LLC totals \$66,977 (Exhibit B).

**KEY CONSIDERATIONS / ANALYSIS:**

Attached to this staff report is an 18-page proposal (Exhibit A) created by Chris Larsen and Yvonne Haney with additional information on the tenant improvements, floor plans, interior pictures, and a sample food/drink menu. Also attached to this staff report is bid information from the two responsive bidders (Exhibits B and C), Conners Cabinetry and Woodworks LLC and BNK Construction Inc.

This site received a façade improvement grant totaling \$27,850 in 2022/2023. The façade grant recipient was the property owner, Todd Hoffman. This façade grant included the following modifications:

- Replacement of siding and window trim with Hardie products.
- Installation of stone wrap at the building corners.
- Installation of new lighting fixtures.
- Replacement of the stairs to the front porch and installation of an ADA compliant handrail.
- Repaint the exterior of the building.

Awarding a tenant improvement grant for Sandy Underground would not violate [the program guidelines](#), which state that no property shall receive more than two facade improvement grants within a five (5) year period nor the provision that a tenant improvement grant shall not exceed \$30,000 per grant or \$60,000 within a five (5) year period.

**BUDGET IMPACT:**

**\$30,000** (44.8 percent of the total project cost of \$66,977)

The biennium budget for 2023-2025 allocated \$400,000 to grant programs. To date in this budget, the Sandy Urban Renewal Board has allocated the following:

PROJECT	COST
Sandbar BBQ ADA parking	\$9,660.00
Tollgate Inn Covered Structure renderings	\$850.50
Tollgate Inn Covered Structure	\$65,679.66
<b>TOTAL</b>	<b>\$76,190.16</b>

**RECOMMENDATION:**

Staff recommends approval of this tenant improvement grant as it creates another dining option for Sandy residents and visitors.

**LIST OF ATTACHMENTS / EXHIBITS:**

- Exhibit A. Proposal from Chris Larsen and Yvonne Haney
- Exhibit B. Bid from Conners Cabinetry and Woodworks LLC
- Exhibit C. Bid from BNK Construction Inc.

# Sandy Underground

from-scratch American comfort food &  
high end cocktails in a cozy, retro  
environment



38452 Proctor Blvd., Sandy, OR



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# PROPOSAL

Item # 2.

Dear Members of the City of Sandy's Tenant Improvement Fund Committee,  
We respectfully seek the support of the City of Sandy through the Tenant Improvement Fund for the revitalization of 38452 Proctor Blvd., Sandy, Oregon.

The property, a two-story building with a basement bar and an upstairs ballroom, served as the home of the Veterans of Foreign Wars Sandy outpost from 1985 until 2021 when they decided to sell the property to streamline their operations.

This historic location, situated prominently across from the new food cart pod, and its mixed-use format, which includes a funky basement bar, present a remarkable opportunity at the heart of downtown Sandy. We aspire to transform this space into an extraordinary destination that stands apart from existing offerings.

Our immediate project focuses on the transformation of the basement bar into a vibrant 21+ gathering place, catering to both local residents and tourists. Given its privately owned status over the past four decades, substantial upgrades are necessary to meet the legal requirements for commercial food service. In addition, we are requesting financial support for aesthetic enhancements that will enhance the overall appeal of the venue. The construction cost for this project has been bid for the amount of \$66,977.

Upon the successful launch of the Sandy Underground project, we plan to expand our efforts to other parts of the building. Our future endeavors include: making the upstairs venue compliant with the Americans with Disabilities Act (ADA), installing a sprinkler system to increase capacity, and opening it as a mid-sized event venue. This versatile space will be available for community classes during the day, accommodating a wide range of activities, including yoga and dance. In the evenings, it will serve as an event venue, hosting weddings, dance nights, live music performances, and various other cultural events.

We firmly believe that our project not only adds value to the local community but also enhances the overall attractiveness of Sandy, contributing to its growth and vibrancy.

We kindly request the support of the City of Sandy's Tenant Improvement Fund to help us bring this project to fruition. Your assistance will not only aid us in preserving a historic site but will also foster economic development and cultural enrichment within our city.

We appreciate your consideration of our proposal and look forward to discussing how our project aligns with the goals and values of the Tenant Improvement Fund. Please feel free to contact us at your convenience to discuss any further details.

Thank you for your time and consideration.

Sincerely,  
Yvonne & Chris



[understatedhospitality@gmail.com](mailto:understatedhospitality@gmail.com)



[sandyunderground.com](http://sandyunderground.com)





Chris Larsen & Yvonne Haney

## SANDY UNDERGROUND

We are thrilled to present to you our latest endeavor - Sandy Underground. As former proprietors of the highly acclaimed "Yvonne's" brunch restaurant and the celebrated "818 Lounge" cocktail bar in Oregon City, we take pride in our proven track record of success in the food and beverage industry.

Our objective is to establish an intimate & fun 21+ dining establishment that serves from scratch American comfort cuisine alongside premium cocktails, set in a welcoming retro ambiance that doesn't take itself too seriously. Our primary focus is to craft an experience that caters to both the local residents and the vibrant mountain tourism in the area.

Our menu will feature a range of scratch-made classic American dishes made using locally sourced ingredients. From our famous biscuits and gravy to our decadent mac and cheese, we guarantee our food will become a staple of the Sandy community.

As for drinks, we take immense pride in crafting a diverse and inviting drink menu that caters to the eclectic tastes of both white and blue-collar clients. Whether our guest is an office professional seeking a well-deserved respite after a long day or a local tradesman looking to unwind, they'll find an array of handcrafted cocktails, local brews, and thoughtfully curated spirits that create an atmosphere where all patrons can come together, clink glasses, and savor the essence of the charming town that is Sandy.



[understatedhospitality@gmail.com](mailto:understatedhospitality@gmail.com)

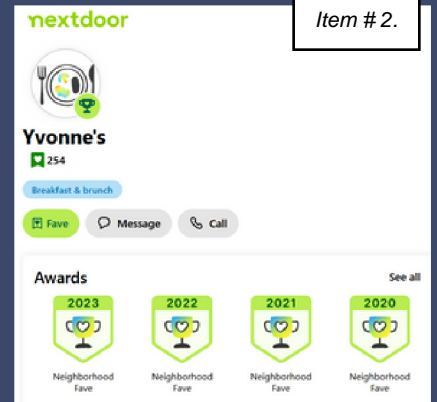


[sandyunderground.com](http://sandyunderground.com)



# PREVIOUS WORK

With a combined 25 years of experience in the restaurant industry and as the former owners of one of the most beloved restaurants in Oregon City, we are confident in our expertise and know-how to make this project a success.



Item # 2.

**Jenifer C.**  
Barclay Hills, Oregon City, OR  
12 photos 1 video

★★★★★ Jun 17, 2018

Best biscuits and **gravy** ever. Their **gravy** is worth every penny. I've never had **gravy** as good as theirs

Useful Funny Cool



**Kandas Young**  
Local Guide · 32 reviews · 6 photos  
★★★★★ 3 years ago

Chris is one of the best bartenders I've ever had! Whether it be Wednesday night or Saturday morning, we look forward to hanging out with him!

## 818 Lounge

818 Main St, Oregon City, OR

Get more reviews

4.8 ★★★★★ 62 reviews

**Kerry C**  
Local Guide · 27 reviews · 25 photos  
★★★★★ 4 years ago

The OC finally has a nice cocktail bar! Good cocktails and good food. good happy hour. Great drink prices. Bartenders were very friendly. Wonderful location in downtown Oregon City. I'm excited to see how this place grows and develops.



Reply 1



# PROPOSED MENUS

## FOOD MENU

ASK ABOUT OUR GLUTEN FREE OPTIONS!

**SNACKS**

**FRIES OR TOTS** 6  
CRISPY POTATOES WITH HOMEMADE RANCH & KETCHUP

**HOUSE PICKLES** 6  
ASSORTED HOUSE PICKLES

**MEZZA PLATE** 10  
CUCUMBERS, PICKLED ONIONS, OLIVES, MARCONA ALMONDS, TZATZIKI, PITA  
+FALAFEL 6

**ROTATING SOUP CUP 5/BOWL** 8  
MADE FROM SCRATCH

**MAC 'N CHEESE** 9  
A BLEND OF CHEDDAR, GRUYERE & PECORINO ROMANO, MACARONI NOODLES, MAMA'S LIL PEPPERS, GARLIC BREADCRUMBS  
+BACON \$5  
+CRISPY CHICKEN 8

**LOADED GRAVY FRIES** 10  
CRISPY FRENCH FRIES, CHOICE OF SAUSAGE OR MUSHROOM GRAVY, CHEDDAR CHEESE, GREEN ONION  
+BACON 5

**YVONNE'S BISCUITS & GRAVY** 9  
HOUSE MADE BUTTERMILK BISCUITS, CHOICE OF SAUSAGE OR MUSHROOM COUNTRY GRAVY  
+2 EGGS\* 4  
+CRISPY CHICKEN 8

**PESTO GNOCCHI** 12  
FRESH GNOCCHI, TOASTED GARLIC, PESTO, CREAM, GARLIC BREADCRUMBS

**SCRATCH MADE CHEESECAKE** 7  
IT'S A MEAL IF YOU WANT IT TO BE

**EAT A VEGETABLE**

**CRISPY BRUSSELS** 9  
CRISPY FRIED BRUSSELS SPROUTS, SHERRY VIN, GARLIC AIOLI

**CAESAR SALAD** SM 8 / LG 12  
LITTLE GEM LETTUCE, HOUSE CAESAR DRESSING, PARMESEAN FLAKE, GARLIC BREADCRUMBS  
+GRILLED CHICKEN \$7

**GREEK SALAD** SM 8 / LG 12  
ORGANIC MIXED GREENS, CUCUMBER, PICKLED ONION, TOMATO, FETA, KALAMATA OLIVES, ITALIAN VIN  
+FALAFEL 6  
+GRILLED CHICKEN 7

**BEET SALAD / 13**  
HOUSE PICKLED BEET, GRANNY SMITH APPLE, ORGANIC BABY GEM LETTUCE, PICKLED ONION, FETA, TOASTED PECANS, BALSAMIC GLAZE

**SANDWICHES**

SERVED ON A PUB BUN WITH FRIES, TOTS OR SALAD

**PESTO GRILLED CHEESE** 13  
RUSTIC SOURDOUGH, HOUSE PESTO, CHEDDAR, PEPPERJACK, TOMATO

**FALAFEL BURGER** 14  
FALAFEL PATTY, TZATZIKI, LTO, FETA  
+BACON \$3

**CRISPY CHICKEN** 15  
CRISPY CHICKEN BREAST, FENNEL APPLE SLAW, PICKLE, CHIPOTLE MAYO  
MAKE IT SPICY!

**JUST A BURGER** 14  
HAND FORMED PATTY\*, BURGER SAUCE, PICKLE & LTO ON SIDE  
+CHEESE 1  
+BACON 3

\*CONSUMING RAW OR UNDEROOKED FOOD CAN RESULT IN GREATER RISK OF FOODBORNE ILLNESS

# PROPOSED MENUS

## DRINKS

<b>DRINKS</b>	
<b>COCKTAILS</b>	<p><b>PIONEER TODDY</b> ELIJAH CRAIG BOURBON, LAIRD'S BIB APPLEJACK BRANDY, CIDER, LEMON, HOUSE SPICED MAPLE SYRUP</p> <p><b>SAVOR THE MERRIMENT</b> HOUSE INFUSED ROSEMARY VODKA, DEEP EDDY CRANBERRY, LEMON, MINT</p> <p><b>SKIING IN MEXICO</b> TEREMANA REPOSADO, EL SILENCIO MEZCAL, COLD BREW, EPAZOTE, CINNAMON, ORANGE PEEL</p> <p><b>JUST AN OLD FASHIONED</b> UNCLE NEAREST SMALL BATCH WHISKEY, HOUSE BITTERS BLEND, ORANGE PEEL, BRANDIED CHERRY</p> <p><b>UPRIGHT WINK</b> PORTLAND POTATO VODKA, PASSIONFRUIT, LEMON, AGAVE, HONEY</p> <p><b>COOL RUMMINGS</b> KILO KAI RUM, APPLE CIDER, LIME, CHERRY, CINNAMON</p>
	<p><b>DRAFT &amp; BOTTLED</b></p> <p>BRANDS TBD</p> <p>HOUSE LAGER</p> <p>HAZY IPA</p> <p>CIDER</p> <p>STOUT</p> <p>CORONA</p> <p>COORS</p> <p>IPA</p>
	<p><b>NON-ALCOHOLIC</b></p> <p>HOT SPICED APPLE CIDER FRESH PRESSED CIDER, WINTERSPICE MAKE IT BOOZY! \$+5</p> <p>COLA</p> <p>LEMON LIME SODA</p> <p>ROOT BEER</p> <p>GINGER BEER</p> <p>LEMONADE</p> <p>ORANGE JUICE</p> <p>CRANBERRY JUICE</p>

\*CONSUMING RAW OR UNDEROOKED FOOD CAN RESULT IN GREATER RISK OF FOODBORNE ILLNESS



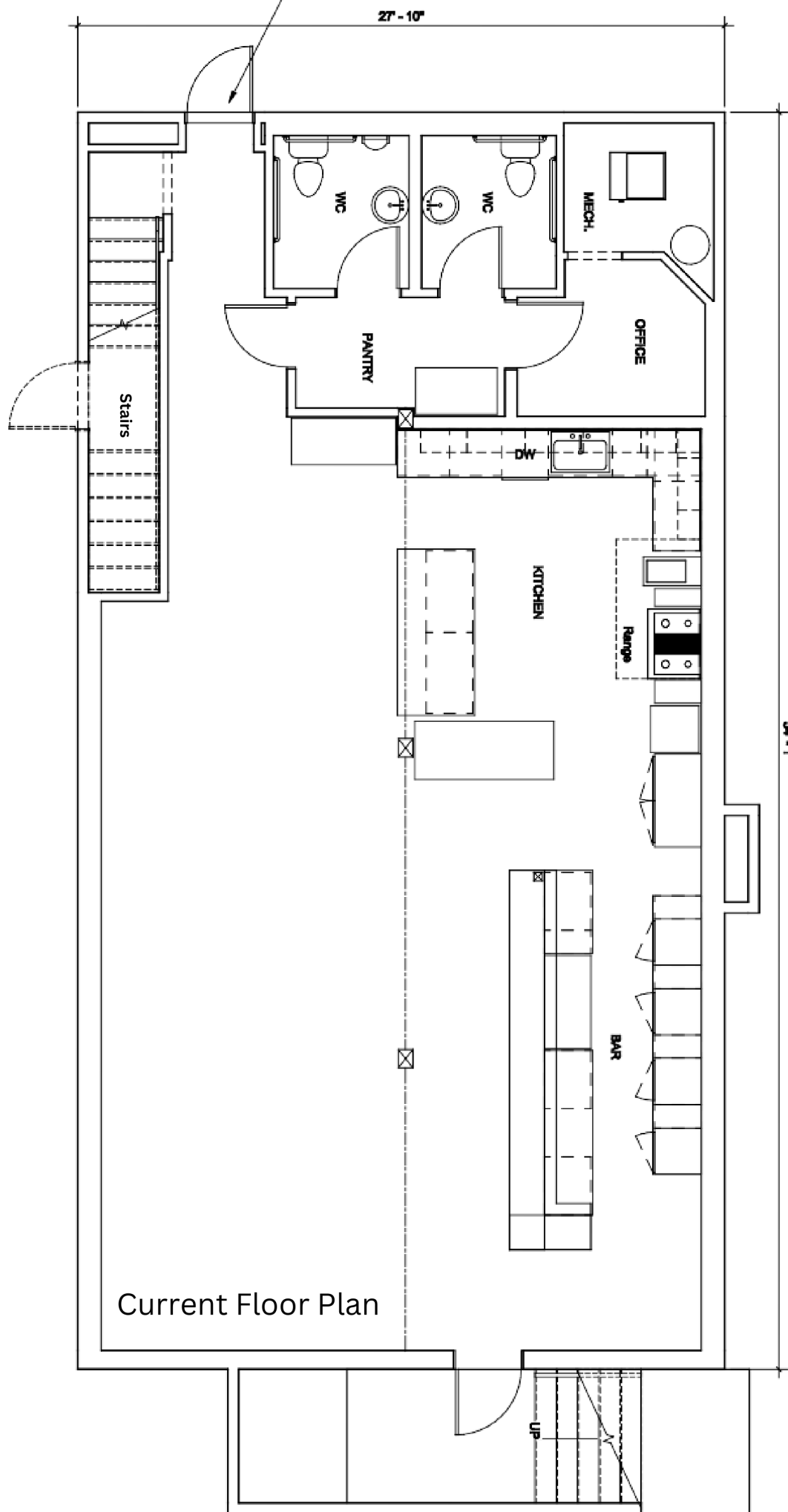
# SITE PHOTOS





Item # 2.





Current Floor Plan



# PROPOSED WORK

Necessary to bring up to current code requirements for a food service establishment:

Remove all residential cabinetry in kitchen

*Equipment Installation 603-25-0030*

Remove porous wood surfaces from behind bar

*Equipment Installation 603-25-0030*

Remove laminate flooring from kitchen and bar area

*Floors 603-25-0020 (3)*

Repair and refinish kitchen walls with a scrub-able, non porous material (FRP is the standard here), as well as add in stainless steel sheeting behind the gas cooking equipment

*Walls & Ceilings 603-250-0020 (4)*

Install commercial hand sink, dishwasher, dish sink & drainboards, prep sink in the kitchen. Install mop sink next to ice machine in pantry area. Install hand sink, dump sink, dish sink, dishwasher, prep sink & ice well in bar

*Handwashing 2-301.15, Warewashing 4-204.119, Drainboards 4-301.13, Service Sink 5-203.13, Miscellaneous 603-25-0020*

Install two floor drains, one in the bar and one in the kitchen area

*Backflow Prevention 5-203.1*

Tie those sinks and drains into a larger grease interceptor - this will need to be underground, and will require concrete work

*Grease Interceptors 1014.0*

Re-pour removed concrete & refinish concrete in kitchen and bar with a waterproof rubberized epoxy coating

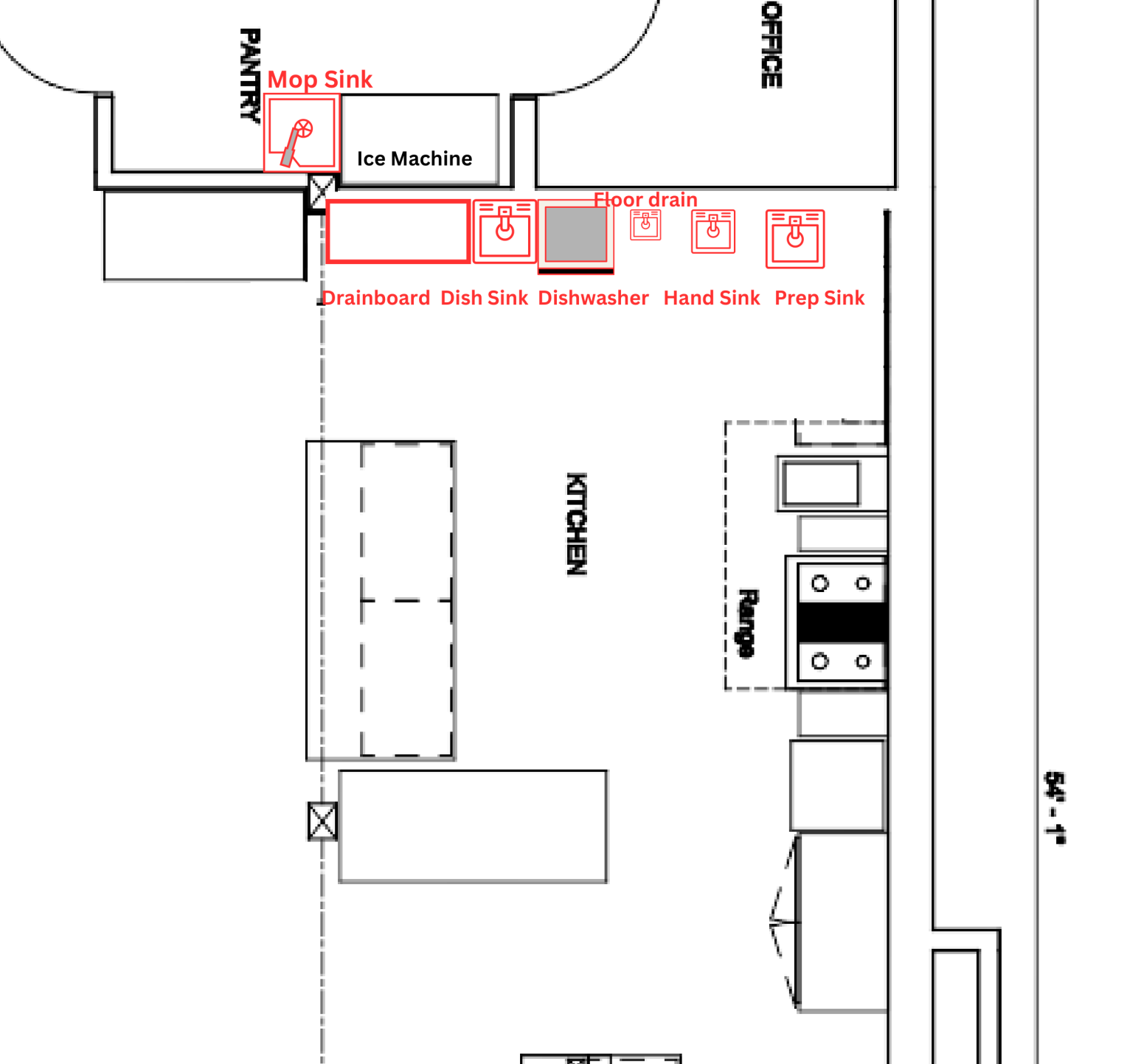
*Floors 603-25-0020 (3)*

Build an ADA accessible addition to bar counter

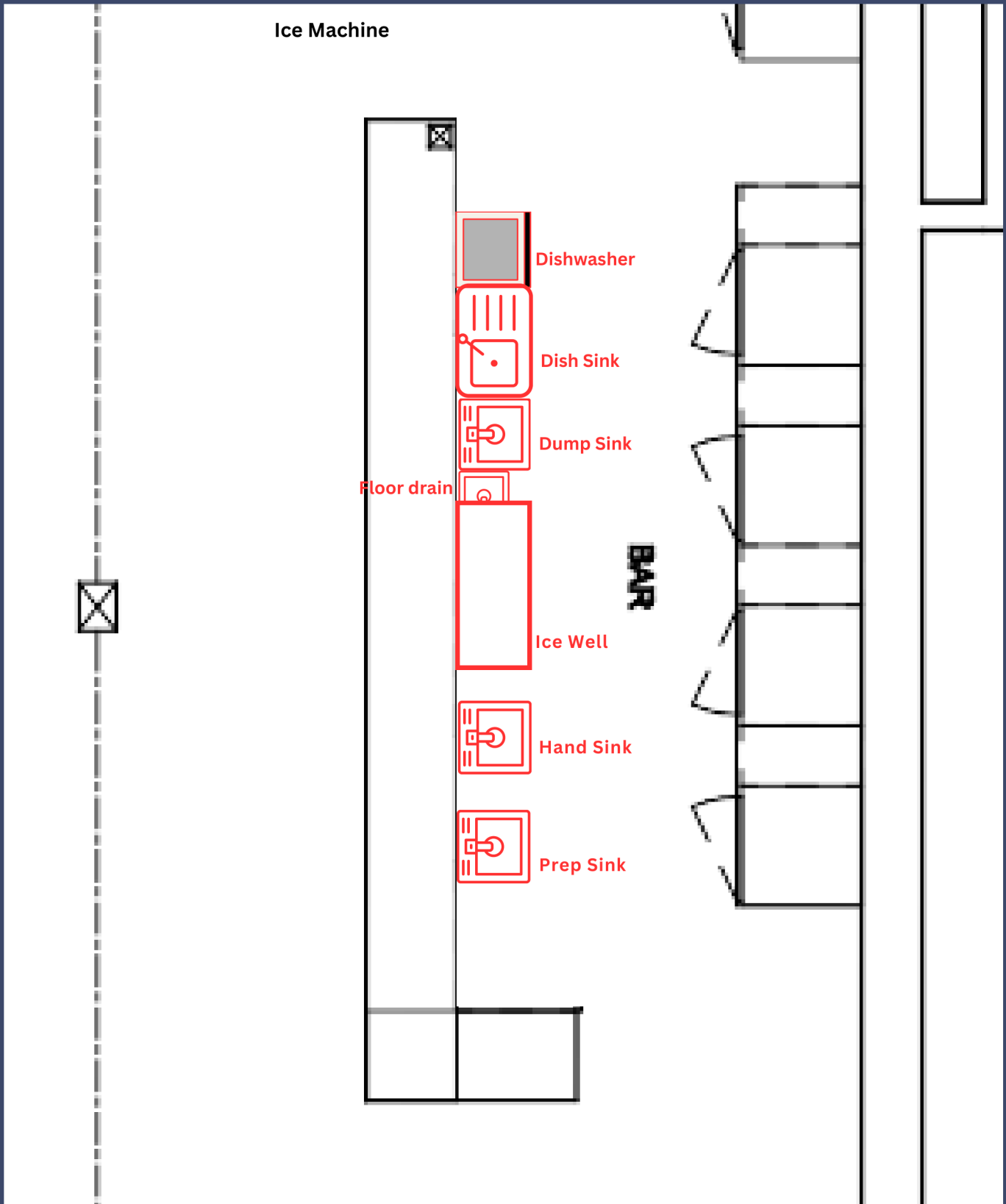
*ADA Dining Counters and Bars*

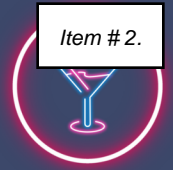


# REQUIRED SINK MOCK-UP, KITCHEN



# REQUIRED SINK MOCK-UP, BAR



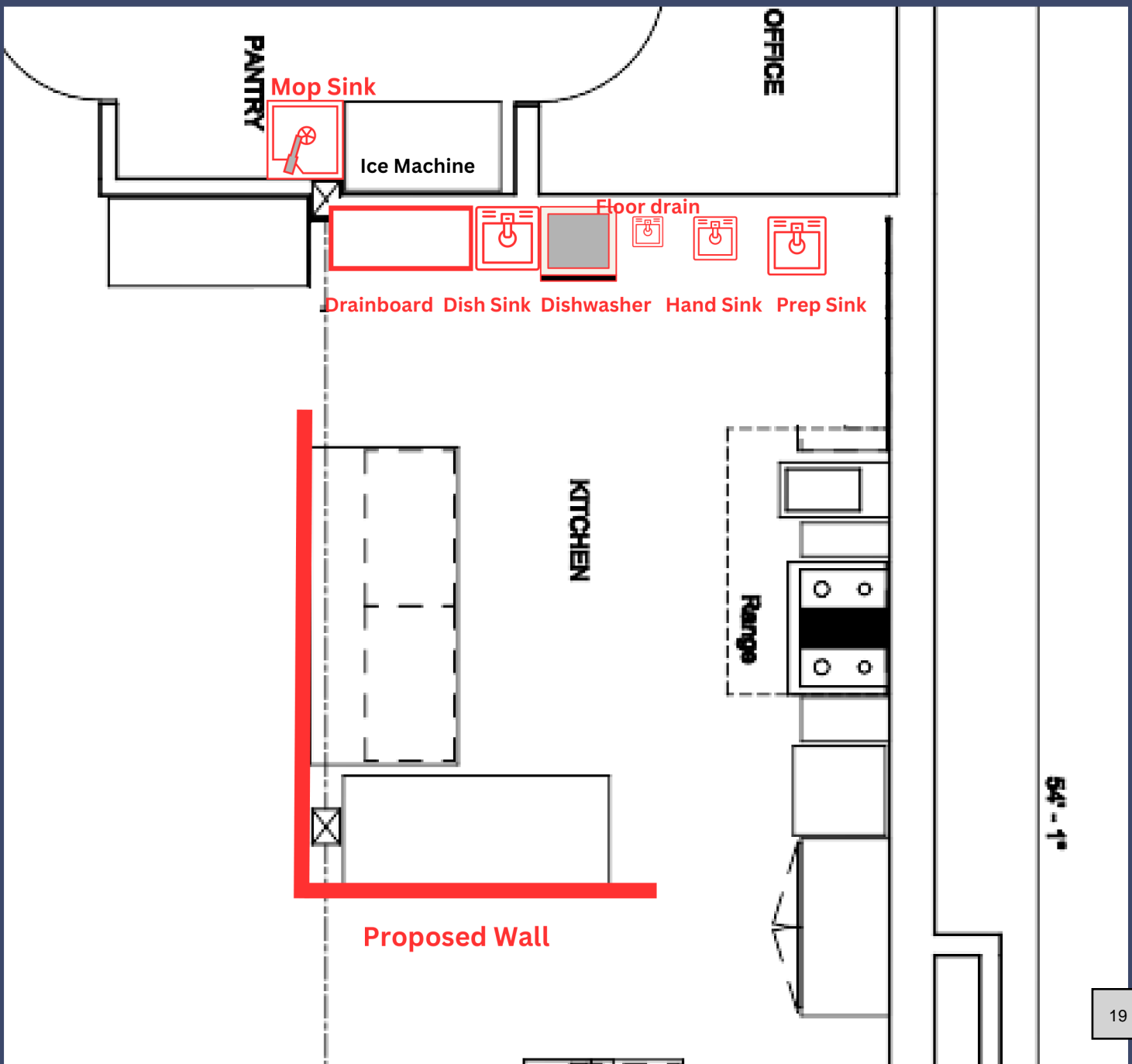


# PROPOSED WORK

## Cosmetic & Functionality Upgrades

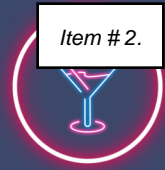
Enclose kitchen area with a wall to prevent cooking fumes from entering dining room and to allow more storage space.

Currently the kitchen for this space is completely open. Noise and cooking fumes from the kitchen will prove to be a distraction for our guests. We will enclose the kitchen with open-sided walls to mitigate this issue.



# PROPOSED WORK

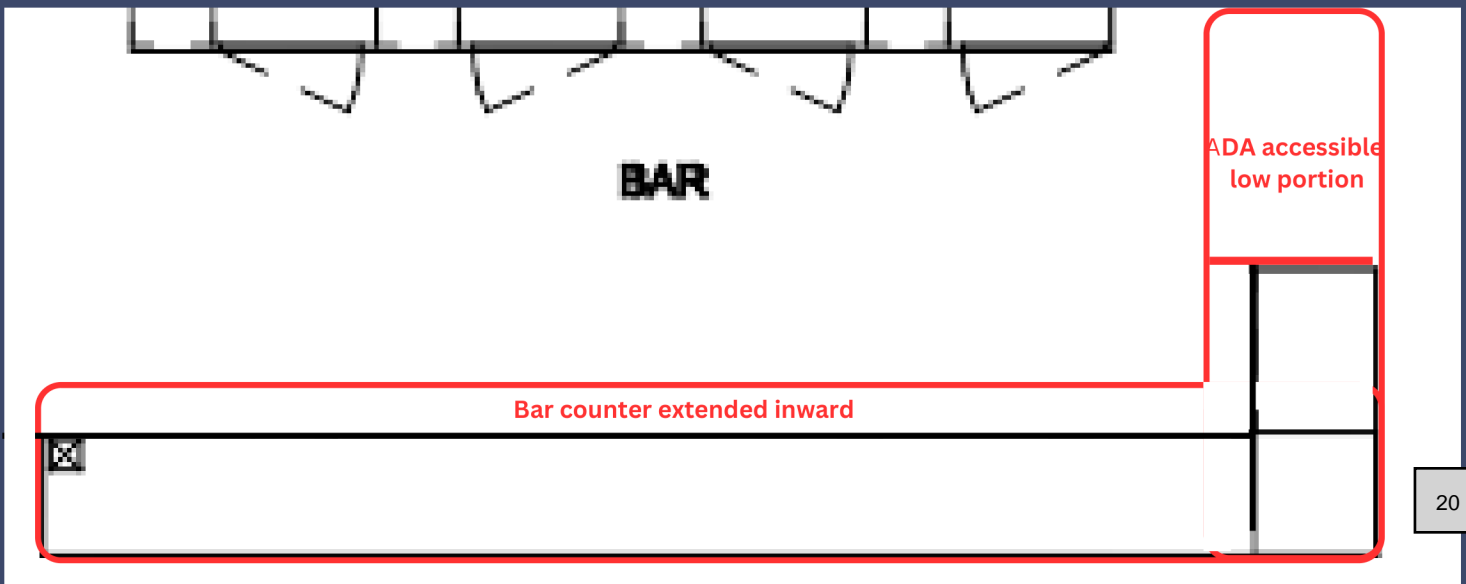
## Cosmetic & Functionality Upgrades

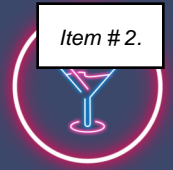


Remove existing bar top and replace with updated design + paint or wrap bottom of bar with darker color

We need to re-design the narrow bar top to be deeper & of higher quality construction, as well as adding in the required ADA accessible seating. Our new design will be both more aesthetically pleasing & more functional for guest usage. We plan to use a solid, dark stained wood for both the bar top and bar rail, as opposed to the lightly colored laminate and vinyl of it's current construction.

In addition, we will either paint the shiplap wrap on the bottom of the counter black or wrap the bottom of the counter in a dark vinyl wall paper to better fit our aesthetic.





# PROPOSED WORK


## Cosmetic & Functionality Upgrades

### Interior Painting

Currently the walls and ceilings are a glossy light grey color, which reflects a lot of light and makes the space feel small/ceilings feel short. We will re-paint with darker, muted colors that will make the space seem larger, more inviting, and cozier.

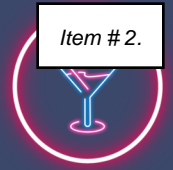
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Accents  
Accents  
Walls  
Doors  
Ceiling

 PAPERHEARTDESIGN.COM

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# PROPOSED WORK



## Cosmetic & Functionality Upgrades

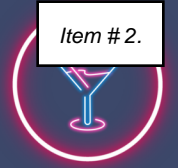
Remove current signage, TV & artwork and build out a functional back-bar

We would like to remove all wall fixtures behind the bar, repair the wall from their removal, and install lighted shelving to hold liquor bottles & glasses.



\*Images indicative of concept, not of finalized design





# CONCLUSION

In conclusion, we are sincerely grateful for the opportunity to present our vision for the revitalization of 38452 Proctor Blvd. This project represents a significant investment in both the historic character and the future potential of Sandy, Oregon. We believe it will not only enrich the local community but also draw visitors from near and far to experience the unique offerings that this transformed space will provide.

We are fully committed to making this project a reality. The transformation of the basement bar, as the initial phase, will breathe new life into the heart of downtown Sandy, creating a dynamic and inviting gathering place for residents and tourists alike. Our next phase, the event venue expansion & catering project, will enable us to diversify our offerings and cater to a broader spectrum of community needs.

We are confident that with the support of the City of Sandy's Tenant Improvement Fund, we can turn this vision into a reality that benefits not only our organization but the entire community. We are eager to work closely with the committee to address any questions, concerns, or further details required to move this project forward.

Your support will not only help us preserve a piece of Sandy's history but also contribute to the continued growth and vitality of our city. We genuinely appreciate your time and consideration of our proposal and are excited about the prospect of collaborating to make Sandy an even more vibrant and welcoming place for all.

Thank you for your time and attention.

Sincerely,  
Chris & Yvonne

Chris Larsen  
(503) 449-9919  
christopherhlarsen@gmail.com

Yvonne Haney  
(503) 484-4196  
yvonnehaney@gmail.com

<b>PROJECT NAME</b>	Sandy Underground		
<b>JOB LOCATION</b>	38452 Proctor Blvd., Sandy, OR 97055		
<b>ESTIMATED START DATE</b>	1/22/2024	<b>ESTIMATED FINISH DATE</b>	2/22/2024

OWNER INFORMATION		CONTRACTOR INFORMATION	
<b>OWNER COMPANY NAME</b>	Understated Hospitality LLC	<b>CONTRACTOR COMPANY NAME</b>	Connors Cabnity & Woodworks LLC
		<b>CCB #</b>	234270
<b>OWNER CONTACT NAME</b>	Yvonne Haney, Chris Larsen	<b>CONTRACTOR CONTACT NAME</b>	Garrison Connors
<b>ADDRESS</b>	565 Barton Ave, Gladstone, OR 97027	<b>ADDRESS</b>	10359 SE Ramona St., Portland, OR 97266
<b>OWNER PHONE</b>	Yvonne Haney (503) 484 4196 Chris Larsen (504) 449-9919	<b>CONTRACTOR PHONE</b>	(503) 539 5605
<b>OWNER EMAIL</b>	understatedhospitality@gmail.com	<b>CONTRACTOR EMAIL</b>	garrison@ccwpdx.com

SCOPE OF WORK	
<b>Demolition</b>	existing kitchen cabinetry, bar top
<b>Concrete</b>	cutting & pourback
<b>Plumbing</b>	75 GPM grease interceptor & plumbing fixtures install (2x indirect waste drains, 2x dishwashers, 4x sinks, 1x mop sink, custom cocktail station provided by client)
<b>Carpentry</b>	custom bar top with Chicago rail, back bar shelving, kitchen wall
<b>Finish Work</b>	Drywall, nonslip epoxy flooring, paint
<b>Electrical</b>	2x kitchen outlets, 2x dishwashers
<b>Site Work</b>	waste disposal, final cleanup
<b>Labor</b>	Superintendent, general labor, subcontractor labor

**MATERIALS AND SERVICES NOT INCLUDED**

cocktail station with dump sink and refrigeration & plumbing fixtures except grease interceptor to be provided by client

**AGREEMENT TERMS**



Construction Contract Agreement

This Construction Contract Agreement ("Agreement") is entered into on 1/14/2024 by and between Connors Cabinetry and Woodworks LLC hereinafter referred to as the "Contractor," and Yvonne Haney as well as Chris Larsen of Understated Hospitality LLC hereinafter referred to as the "Client."

1. Scope of Work: The Contractor agrees to provide all materials, labor, equipment, and services necessary for the completion of the construction project described above.

2. Project Schedule: a. Commencement Date: 1/22/2024 b. Completion Date: 2/22/2024

3. Payment Terms: a. Total Contract Price: \$66,977 b. Invoices: The Contractor shall submit weekly invoices for work completed, and payments are due within 7 days of receipt.

4. Change Orders: Changes to the original scope of work must be agreed upon in writing by both parties before implementation. Any additional costs or time extensions resulting from change orders will be negotiated and documented accordingly.

5. Permits and Approvals: The Contractor shall obtain all necessary permits and approvals for the Project unless otherwise specified in writing by the Client.

6. Insurance and Liability: The Contractor shall maintain appropriate insurance coverage for the duration of the Project. The Contractor is responsible for any damages or accidents caused by its work.

7. Warranty: The Contractor provides a 1-year warranty on workmanship and materials from the date of project completion.

8. Safety Measures: The Contractor shall adhere to all safety regulations and standards during the construction process.

9. Subcontractors: The Contractor may engage subcontractors for specific tasks related to the Project, and subcontractors shall adhere to the terms of this Agreement.

10. Termination Clause: Either party may terminate this Agreement in writing for a material breach by the other party. Termination shall be subject to the terms outlined in Exhibit E.

**PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED BY DATE OF** 1/15/2024

**ACCEPTANCE OF PROPOSAL**

Proposed costs, specifications, and conditions detailed above are accepted, and specified work is authorized to begin on the agreed upon date. Payment for services rendered will be made as specified.

**AUTHORIZED CLIENT** **DATE OF ACCEPTANCE**



*Sandy Underground Proposal  
December 10, 2023*

PREPARED FOR:  
**Yvonne Sandy Underground**

SANDY UNDERGROUND  
38452 Proctor Boulevard  
Sandy, 97055

PREPARED BY:  
**Jared Shandy**

BNK CONSTRUCTION, INC.  
45 82nd Dr. Ste 53B  
Gladstone, OR 97027



## **Sandy Underground**

38452 Proctor Boulevard  
Sandy, 97055

Please find enclosed pricing on Sandy Underground located on 38452 Proctor Boulevard, Sandy, OR 97055 as requested.

We propose to supply labor and materials to complete the scope of work as described in the attachment for the sum of \$ 73,170.74 We have included any insurance required by state law.

We appreciate the opportunity to be included in this work. If you have any questions, please feel free to call.

Thank You,  
Jared Shandy



### Bid Quote Itemized w/ OH & P

Sandy Underground  
 38452 Proctor Boulevard  
 Sandy, OR 97055

Printed: 12/10/2023

Description	Unit	Qty	Unit Price	Labor	Material	Sub	Misc	Total
<b>01 General Conditions</b>								
Superintendent	WK	2.00	3,000.00	6,000.00	0.00	0.00	0.00	6,000.00
Temp Toilet	MO	1.00	300.00	0.00	0.00	0.00	300.00	300.00
Final Cleanup	SF	1.00	1,200.00	0.00	0.00	1,200.00	0.00	1,200.00
<b>General Conditions - Subtotal</b>				<b>6,000.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>300.00</b>	<b>7,500.00</b>
<b>02 Site Work</b>								
Interior Demolition	LS	1.00	1,447.00	0.00	0.00	1,447.00	0.00	1,447.00
<b>Site Work - Subtotal</b>				<b>0.00</b>	<b>0.00</b>	<b>1,447.00</b>	<b>0.00</b>	<b>1,447.00</b>
<b>03 Concrete</b>								
Cast-in-Place Concrete	LF	25.00	35.00	0.00	0.00	875.00	0.00	875.00
Concrete Cutting	LF	25.00	30.00	0.00	0.00	0.00	750.00	750.00
<b>Concrete - Subtotal</b>				<b>0.00</b>	<b>0.00</b>	<b>875.00</b>	<b>750.00</b>	<b>1,625.00</b>
<b>06 Carpentry</b>								
Custom Cabinet	LS	1.00	8,530.00	0.00	0.00	8,530.00	0.00	8,530.00
<b>Carpentry - Subtotal</b>				<b>0.00</b>	<b>0.00</b>	<b>8,530.00</b>	<b>0.00</b>	<b>8,530.00</b>
<b>09 Finishes</b>								
Drywall	LS	1.00	4,788.00	0.00	0.00	4,788.00	0.00	4,788.00
Flooring	LS	1.00	4,500.00	0.00	0.00	4,500.00	0.00	4,500.00
FRP	LS	1.00	2,617.00	0.00	0.00	2,617.00	0.00	2,617.00
Painting	LS	1.00	5,900.00	0.00	0.00	5,900.00	0.00	5,900.00
<b>Finishes - Subtotal</b>				<b>0.00</b>	<b>0.00</b>	<b>17,805.00</b>	<b>0.00</b>	<b>17,805.00</b>
<b>15 Mechanical</b>								
Plumbing	LS	1.00	21,400.00	0.00	0.00	21,400.00	0.00	21,400.00
<b>Mechanical - Subtotal</b>				<b>0.00</b>	<b>0.00</b>	<b>21,400.00</b>	<b>0.00</b>	<b>21,400.00</b>
<b>16 Electrical</b>								
Electrical	LS	1.00	3,210.00	0.00	0.00	3,210.00	0.00	3,210.00
<b>Electrical - Subtotal</b>				<b>0.00</b>	<b>0.00</b>	<b>3,210.00</b>	<b>0.00</b>	<b>3,210.00</b>
<b>TOTAL by Cost Category</b>				<b>Labor</b>	<b>Material</b>	<b>Sub</b>	<b>Misc</b>	
				<b>6,000.00</b>	<b>0.00</b>	<b>54,467.00</b>	<b>1,050.00</b>	

<b>Total Detail</b>	<b>\$61,517.00</b>
Labor Burden	\$1,800.00
Sales Tax	\$0.00
General Liability	\$0.00
Building Permit	\$0.00
<b>Sub Total</b>	<b>\$63,317.00</b>
OH	\$4,748.00

Profit

\$530.00

**Total**

\$7

Item # 2.

Cost/Sq. Foot

\$0.00

## SCOPE OF WORK

Sandy Underground  
38452 Proctor Boulevard  
Sandy, OR 97055

Printed: 12/10/2023

### Detailed notes explaining our attached Bid Proposal dated on 12/10/2023.

#### 01 General Conditions

##### 01-746.S Final Cleanup

1. Continuous and final professional cleanup of space

#### 02 Site Work

##### 02-222.S Interior Demolition

1. Please see scope of work take off attached

#### 03 Concrete

##### 03-300.S Cast-in-Place Concrete

1. Concrete pourback of underground utility trenches

##### 03-360.O Concrete Cutting

1. Cutting of concrete floor as required for installation of underground utilities.

#### 06 Carpentry

##### 06-410.S Custom Cabinet

1. **NEW BACK BAR SHELVES \$3,438**

BASIS OF PRICED: BLACK PLASTIC LAMINATE OPEN SHELVING  
MIRRORS IF DESIGNED NIC

##### **NEW BAR TOP AND RAIL ON EXISTING 2 X 4 DIE WALL \$5,092**

"L" SHAPED// EXTENDED FOR ADA ACCESS  
DARK STAINED WOOD PER CONCEPT PHOTO

#### 09 Finishes

##### 09-100.S Drywall

1. Please see scope of work take off attached

##### 09-600.S Flooring

1. Demo existing flooring behind bar and in Kitchen. Install new LVP behind bar and in Kitchen.

**09-771.S FRP**

1. Please see scope of work take off attached

Item # 2.

**09-910.S Painting**

1. Paint all gypsum surfaces throughout first floor including ceilings and ducting overhead

**15 Mechanical**

**15-400.S Plumbing**

1. Labor and materials for the rough in and install of:

(1) new 50 G.P.M Grease Interceptor

(3) floordrains

Installation of all kitchen equipment, to include handsinks, prep sink, dish sinks, dishwasher, dump sinks

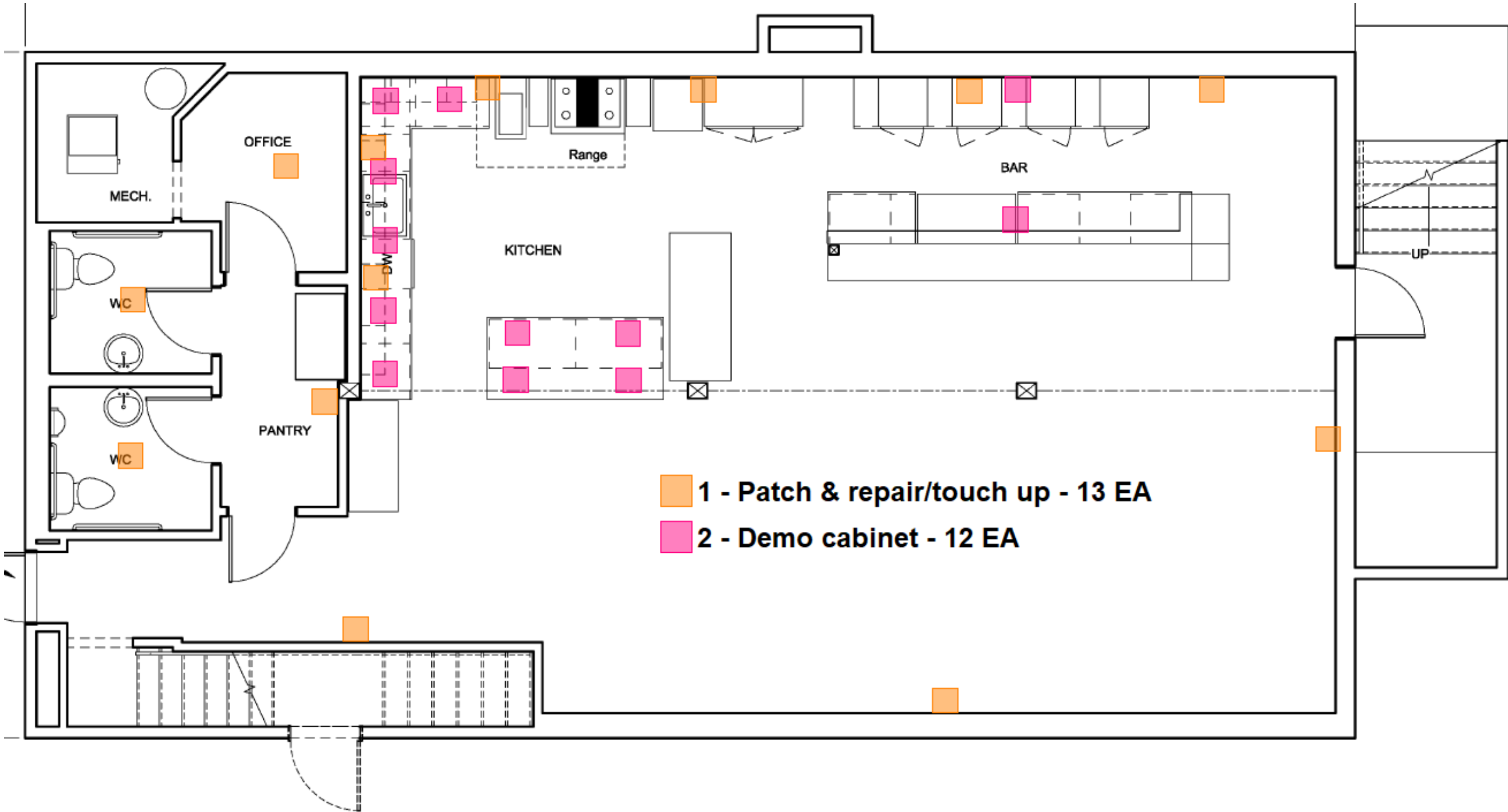
install new (2) floorsinks to receive the discharge of the above fixtures

Abs waste , Pex water supply

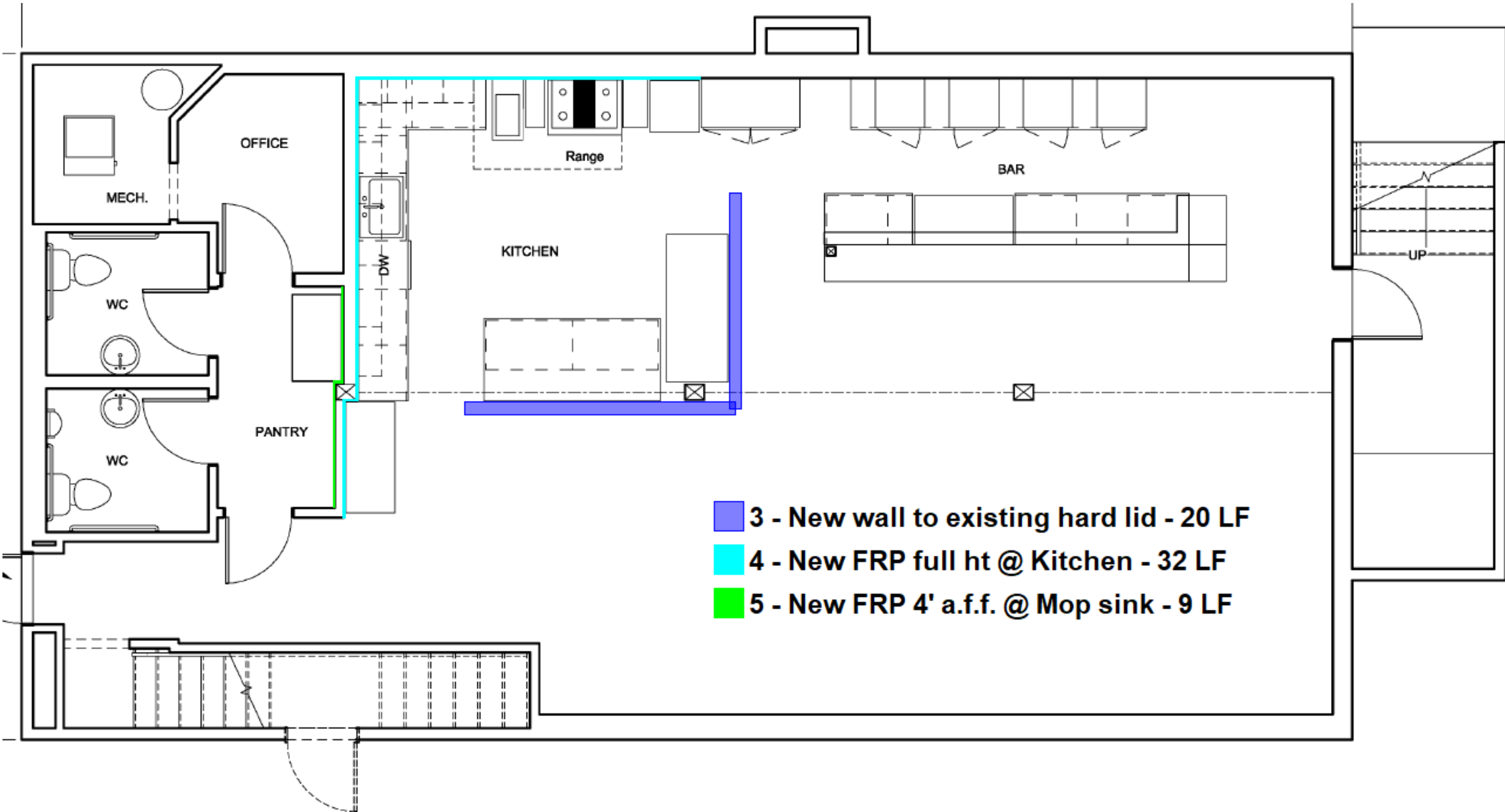
**16 Electrical**

**16-200.S Electrical**

1. Wire and install (2) Quad Outlets on the New Wall by the Kitchen area  
Wire and Hook up New Undercounter Dishwasher in the Kitchen area  
Wire and Hook up New Dishwasher in the Bar area.







- 3 - New wall to existing hard lid - 20 LF
- 4 - New FRP full ht @ Kitchen - 32 LF
- 5 - New FRP 4' a.f.f. @ Mop sink - 9 LF

## Exclusions & Qualifications

Sandy Underground  
38452 Proctor Boulevard  
Sandy, OR 97055

Printed: 12/10/2023

All work to be done during normal working hours.

2. We specifically exclude the following:

- A. Plan review and permit fees.
- B. Costs for temporary utilities.
- C. Water and system development fees.
- D. Architectural or structural services or fees.
- E. Fire and life safety review fees.
- F. Builders "all risk" property insurance.
- G. Hazardous material diagnosis, abatement, or resulting liabilities.
- H. Structural engineering services for seismic or structure modifications.
- I. Any structural modifications based upon above.
- J. Concealed conditions.
- K. Telecom and computer wiring.
- L. Any repair or modifications to existing systems not specified.
- M. Special inspections if required.
- N. Exterior Signage or other exterior modifications.
- O. Moving of tenant furniture.
- P. Window Blinds

3. We qualify the following:

- A. This proposal is subject to the successful negotiations between BnK and tenant/owner.
- B. Owner to provide contractor with all required construction documents.
- C. Final pricing is dependent on final approved drawings.
- D. Any unforeseen existing conditions and/or building code violations will be dealt with on a time and materials basis.
- E. Due to the unprecedented situation with material price increases, this quote is valid for 4 weeks. After that, materials will be adjusted according to market price.



# STAFF REPORT

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**Meeting Type:** Urban Renewal Board Meeting  
**Meeting Date:** February 20, 2024  
**From:** Tyler Deems, City Manager  
**Subject:** 39050 Pioneer Blvd Parking Lot Purchase

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**DECISION TO BE MADE:**

Whether to purchase the approximately 1.30 acres of land located at 39050 Pioneer Blvd.

**PURPOSE / OBJECTIVE:**

Acquire two parcels (00659273 and 00659326) located at 39050 Pioneer Blvd, totaling approximately 1.30 acres. The exiting use for these two parcels is as a parking lot containing 50 parking spaces.

**BACKGROUND / CONTEXT:**

In May 2022 the Council and Urban Renewal Board were first made aware of the opportunity to acquire the 1.30 acres of land located at 39050 Pioneer Blvd, which is currently being used as the staff parking lot of a local business. At the time, the Council and/or Board were not interested in purchasing the two parcels due to the cost. Since that time, the asking price of the two parcels has decreased, and the immediate priorities of the Board have changed.

In December 2023 the Board met to discuss priorities for urban renewal spending. During this discussion, the opportunity for strategic investment in properties was identified as a priority. The current [Urban Renewal Plan](#), last updated in 2018, identifies property acquisition and disposition as an eligible use of funds. Additionally, the Plan identifies investments in public parking facilities as an eligible use.

**KEY CONSIDERATIONS / ANALYSIS:**

As noted above, public parking is a project that is actively identified in the Sandy Urban Renewal Plan. The City has two public parking lots in the downtown area currently, Pioneer Parking Lot (57 spaces) and Heritage Square Parking Lot (60 spaces). While Pioneer Parking Lot is not widely used, Heritage Square Parking Lot, located directly across the street from the subject property, is.

A 2012 parking study identified several recommendations, some of which have already been implemented (two hour parking zones, wayfinding signs). The plan recommended additional off-street public parking at strategic locations and in high demand areas between the couplets. Conditions have changed since 2012 which have likely resulted in changes to the usage and demand in the downtown area; specifically, new business, reduction of on-street parking due to ODOT ADA ramp installations, and the removal of the parking minimums in the C-1 zone.

While an updated parking study has not been completed in recent years, the increase in attendance at many community events that regularly take place in Meinig Park and Centennial Plaza (Summer Sounds, Mountain Festival, Music Faire and Feast, Christmas Tree Lighting, and Winterfest) have made it abundantly clear that additional parking near our event locations would be very helpful. Additionally, with the redevelopment taking place within the R.S. Smith building, parking demands could continue to increase.

It is also important to note that in the long term, if parking needs change, this property could be redeveloped. While staff has not fully analyzed any development concepts for this site, future analysis could be conducted to determine what type of commercial development could fit in this location. Future development would create more commercial activity at the property and generate more tax revenue and downtown activity than a publicly owned parking lot.

Following discussion with the Board in December 2023, staff reached out to the seller to see whether the property was still available. Learning that it was, an appraisal was conducted to determine the value of the property. On January 31, 2024 the City Manager made an offer on the property in the amount of \$525,000 pending the completion of an environmental assessment and the approval of the Board. The offer was accepted shortly after. Hahn and Associates, Inc. Environmental Consultants has been retained to complete the environmental assessment, which should be completed no later than February 18, 2024 (the document will be added to the agenda packet upon completion). Assuming that no issues arise from the environmental assessment, the purchase price would be the full amount of the offer. If there are issues that are identified with the environmental assessment, staff would work with the seller to determine a reasonable price reduction to remediate any concerns.

#### **BUDGET IMPACT:**

This purchase was not included in the Biennium 2023-2025 budget. However, the beginning balance of the Urban Renewal Fund is approximately \$306,000 more than what was originally budgeted. There is also approximately \$2,549,000 in contingency.

In addition, staff anticipates that the demolition of the aquatic center and middle school buildings will come in under budget, although we do not yet have precise numbers.

#### **RECOMMENDATION:**

Staff recommends that the Board move to authorize the City Manager to purchase the two parcels located at 39050 Pioneer Blvd, pending the results of an environmental assessment.

#### **SUGGESTED MOTION LANGUAGE:**

"I move to authorize the City Manager to move forward with the purchase of the two parcels located at 39050 Pioneer Blvd, pending the results of an environmental assessment, for an amount not to exceed \$525,000."

#### **LIST OF ATTACHMENTS / EXHIBITS:**

- Property Map
- Environmental Assessment (to be added to the agenda packet upon completion)

