



Community Development Department

315 Kennel Ave/PO Box 248

Molalla, OR 97038

Phone 503.759.0205

Date: October 15, 2026

Project: City of Molalla – Clark Park Improvements – Professional Landscape Architectural Services
RFP Project 22-33

Harper Houf Peterson Righellis, Inc.
530 Center Street NE – Suite 240
Salem, OR 97301
Attn: Beau Braman

RE: NOTICE OF AWARD– City of Molalla – Clark Park Improvements Project

Harper Houf Peterson Righellis, Inc.:

The City of Molalla City Council approved awarding the Clark Park Improvements – Professional Architectural Services – Phase I project to Harper Houf Peterson Righellis Inc. (HHPR) at their Oct. 14, 2026 Council meeting and has executed the Personal Services Agreement for the project. A copy of that Agreement was emailed to you this morning, for your records.

HHPR is now to provide the required Certificates of Insurance per the Agreement. Those include Commercial General Liability and Automobile Liability insurance (naming the City as additional insured), Errors & Omissions insurance and evidence of Oregon Workers' Compensation coverage. All policies are to provide for not less than thirty (30) days' written notice to City before they may be cancelled.

As soon as the required Certificates of Insurance are received (they can be emailed), a Notice To Proceed will be issued. We look forward to working with you and to the successful completion of this project.

This Notice of Award is being emailed to you. A copy can also be mailed to you, at your request.

Should you have any questions on any of the above please call me at 503-619-7627.

Sincerely,

Dewayne Kliewer, PE – Owner's Rep

503-619-7627

City of Molalla – Community Development Department

C: Mac Corthell , Assistant City Manager & Community Development Director;
Sam Miller, Engineering Section Manager