



MEMO

TO : Commissioners  
FROM : Riley Baker, General Services  
DATE : August 18, 2025  
RE : Courthouse Renovations Closeout

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Commissioners,

I'm writing to let you know that I've received the Notice of Request for Final Payment and the final invoice from the contractor for the project referenced above.

After inspecting the completed work, everything looks good and in line with the project specs. Based on that and the documentation, I recommend we accept the work as complete and move forward with the final payment as outlined in the invoice.

Let me know if you have any questions or concerns.

Thank you,

Riley Baker  
General Services Director



# EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

3/8/2024

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

|   |   |   |
|---|---|---|
| AGENCY<br>Anchor Insurance and Surety, Inc<br>PO Box 2808<br>Portland, OR 97208         | PHONE<br>(A/C. No. Ext): 503-224-2500                             | COMPANY<br>Continental Casualty Co.<br>Dept. 11721<br>Los Angeles, CA 90088 |
| FAX<br>(A/C. No): 503-224-9830  | E-MAIL<br>ADDRESS: certificates@anchorias.com                     |   |
| CODE:   | SUB CODE:   |   |
| AGENCY<br>CUSTOMER ID #:  |   |   |
| INSURED<br>Kirby Nagelhout Construction Co.<br>20651 NE High Desert Ln<br>Bend OR 97701 | LOAN NUMBER   | POLICY NUMBER<br>7064264866   |
|   | EFFECTIVE DATE<br>02/21/2024                                      | EXPIRATION DATE<br>10/30/2024   |
|   | <input type="checkbox"/> CONTINUED UNTIL<br>TERMINATED IF CHECKED |   |
| THIS REPLACES PRIOR EVIDENCE DATED:   |   |   |

## PROPERTY INFORMATION

|  |
|--|
| LOCATION/DESCRIPTION<br>Loc # 1, Bldg # 1, 230 Strand Street, Saint Helens, OR, 97051  |
| THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. |

## COVERAGE INFORMATION

PERILS INSURED    BASIC    BROAD    X    SPECIAL

| COVERAGE / PERILS / FORMS | AMOUNT OF INSURANCE | DEDUCTIBLE |
|---------------------------|---------------------|------------|
| All Risk Builders Risk    | 2,000,000           | 5,000      |
| Temporary Location        | 100,000             |            |
| Transit                   | 100,000             |            |
| Earth Movement            | 2,000,000           | 50,000     |
| Flood                     | 2,000,000           | 25,000     |

## REMARKS (Including Special Conditions)

KNCC Job#1753  
RE: Columbia County Courthouse Improvement Project

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

## ADDITIONAL INTEREST

|   |                    |   |            |
|---|--------------------|---|------------|
| NAME AND ADDRESS<br><br>Columbia County<br>230 Strand St<br>St Helens, OR 97051 | ADDITIONAL INSURED | LENDER'S LOSS PAYABLE                             | LOSS PAYEE |
|   | MORTGAGEE          | <input checked="" type="checkbox"/> Named Insured |            |
| LOAN #  |                    |   |            |
| AUTHORIZED REPRESENTATIVE<br>   |                    |   |            |

**CONSENT OF SURETY  
TO FINAL PAYMENT**  
AIA Document G707

OWNER   
ARCHITECT   
CONTRACTOR   
SURETY   
OTHER

Bond Number: 30210674

**TO OWNER:**

*(Name and Address)*

Columbia County

230 Strand St.

St. Helens, OR 97051

ARCHITECT'S PROJECT NO: 1753

CONTRACT FOR: Construction

CONTRACT DATED: June 2, 2023

**PROJECT:**

*(Name and Address)*

Design Build Services for the Columbia County  
Courthouse Improvement Project, GMP #1 dated  
February 2, 2024

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
*(Insert name and address of Surety)*

Western Surety Company

12909 SW 68th Parkway, Suite 200

Portland, OR 97223

, SURETY,

on bond of

*(Insert name and address of Contractor)*

Kirby Nagelhout Construction Co.

20635 Brinson Blvd.

Bend, OR 97701

, CONTRACTOR,

hereby approves final payment to the Contractor and agrees that final payment to the Contractor shall not relieve the Surety of  
any of its obligations to

*(Insert name and address of Owner)*

Columbia County

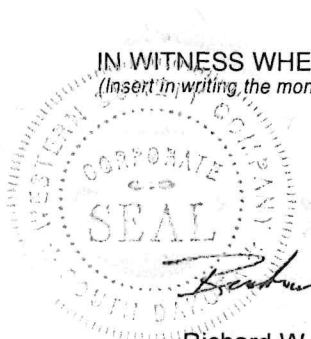
230 Strand St.

St. Helens, OR 97051

, OWNER,

as set forth in the said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: August 13, 2025  
*(Insert in writing, the month followed by the numeric date and year.)*



*Richard W. Kowalski*

Attest: Richard W. Kowalski, Agent  
(Seal): Witness for Surety

Western Surety Company  
*(Surety)*

*Gloria Bruning*  
*(Signature of Authorized Representative)*

Gloria Bruning, Attorney-in-Fact  
*(Title)*



# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Philip O Forker, Vicki Mather, Gloria Bruning, J Patrick Dooney, Richard W Kowalski, Brent Olson, Leticia Romano, Joel Dietzman, Christopher A Reburn, Justin Cumnock, Andrew Choruby, Casey J Geske, Chloe Lyons, Ashlee Pingree, Jessi Wimer, Sterling Drew Roddan, Individually**

of Lake Oswego, OR, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 10th day of October, 2024.



WESTERN SURETY COMPANY

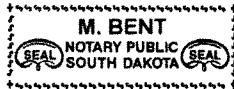
*Larry Kasten*

Larry Kasten, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 10th day of October, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires  
March 2, 2026

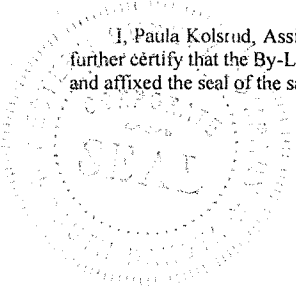


*M. Bent*

M. Bent, Notary Public

### CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 13th day of August 2025



WESTERN SURETY COMPANY

*Paula Kolsrud*

Paula Kolsrud, Assistant Secretary

### Authorizing By-Laws and Resolutions

#### ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27<sup>th</sup> day of April, 2022:

“RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company.”

Go to [www.cnasurety.com](http://www.cnasurety.com) > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.



**UNDERGROUND HEATING OIL TANK DECOMMISSIONING  
CERTIFICATE OF COMPLETION**

Date of Report Certification: November 5, 2024

Tank Owner Name: Columbia County

Tank Site Address: 230 Strand St, Saint Helens OR 97051

Tank Owner Mailing Address: 9965 SW Artic Dr, Beaverton OR 97005


DEQ Cleanup File Number: Not Applicable

Type of Project: Clean Decommission

Alpha Environmental Services, Inc. (Alpha) has performed heating oil tank services at the above-referenced property and certifies that the work performed meets the appropriate requirements of OAR 340-122-0205 through 340-122-0360 and OAR Chapter 340, Division 177.

Based on information and belief formed after reasonable inquiry, the heating oil tank services performed under this certification were conducted in compliance with all applicable federal, state, and local laws.

Alpha is currently insured as required by OAR 340-163-0050.

Signed By:   
Matthew Micheletty, President

Date Signed: November 5, 2024

Licensed Service Provider Company Name: Alpha Environmental Services, Inc.

Service Provider License Number: 17703      Expiration Date: July 14, 2025

Alpha Environmental Services, Inc.  
11080 SW Allen Blvd, Ste. 100, Beaverton, OR 97005  
(503) 292-5346 fax: (503) 627-0942  
info@alphaenvironmental.net  
CCB #152125



### CERTIFICATE OF FINAL COMPLETION

PROJECT: Design Build Services for The Columbia County  
Courthouse Improvement Project

CONTRACTOR: Kirby Nagelhout  
Construction Company  
9965 SW Arctic Dr.  
Beaverton, OR 97005

TO: (Owner) Columbia County  
230 Strand St. St Helens, OR 97051  
c/o Riley Baker

CONTRACT REFERENCE: Courthouse Improvement Project Design Build Contract  
CONTRACT DATE: 12/5/2023

DATE OF ISSUANCE: 8/7/25

PROJECT OR DESIGNATED PORTION SHALL INCLUDE: The scope of this project includes design-build services for the seismic improvements of the courthouse bell tower and addition of a new elevator and between the Annex building and old courthouse.

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Architect, the punch list has been completed, and the Work of the Contract is hereby declared to be Finally Complete in accordance with the Contract Documents on:

Dated May 23rd, 2025 (The date of Final Completion)

Contractor: Clark Zeller 8/7/2025  
Kirby Nagelhout Construction Co. BY \_\_\_\_\_ DATE \_\_\_\_\_  
(PRINT) (SIGNATURE)

Architect: Nathan Carter \_\_\_\_\_ BY \_\_\_\_\_ DATE \_\_\_\_\_  
(PRINT) (SIGNATURE)

Owner: Columbia County BY \_\_\_\_\_ DATE \_\_\_\_\_  
(PRINT) (SIGNATURE)

**CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT**

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

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**Identifying Information**

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Name of Claimant:

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Name of Customer:

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Job Location:

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Owner:

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**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

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Maker of Check:

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Amount of Check: \$

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Check Payable to:

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**Exceptions**

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This document does not affect any of the following:  
Disputed claims for extras in the amount of: \$

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**Signature**

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Claimant's Signature:

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Claimant's Title:

---

Date of Signature:

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## Brett Sonflieth

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**From:** Lisa Steele <lsteele@anchorias.com>  
**Sent:** Thursday, August 7, 2025 8:19 AM  
**To:** Brett Sonflieth  
**Cc:** JP Schedin  
**Subject:** RE: Final Payment

Hi Brett,

In response to #5, here you go:

**Statement on Insurance Renewal** – Confirming there is no known reason the required insurance will not be renewed for the specified period. All Insurance Coverage listed within the COI on file, is active, no known reason at this time that coverage will not be renewed. Coverage remains active until March 1, 2026.

Thank you,

Lisa

**Lisa Steele, CRIS**  
**Commercial Account Manager**  
**CA License#: 4264026**  
**Anchor Insurance & Surety, Inc.**  
**In CA, DBA Anchor Surety & Insurance Agency, License # 0719985**  
Mailing Address: PO Box 2808; Portland, OR 97208  
Physical Address: One Centerpointe Drive Ste 190; Lake Oswego, OR 97035  
T: 503.224.2500 | Toll Free: 800.892.8967 | F: 503.224.9830  
**My Office Hours: 7am PST – 3:30pm PST**  
Email: [lsteele@anchorias.com](mailto:lsteele@anchorias.com)



*Celebrating 40 Years, 1985-2025*

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**From:** Brett Sonflieth <BrettS@kirbynagelhout.com>  
**Sent:** Thursday, August 7, 2025 8:07 AM  
**To:** Lisa Steele <lsteele@anchorias.com>

Cc: JP Schedin <JPS@kirbynagelhout.com>; Brett Sonflieth <BrettS@kirbynagelhout.com>

Subject: FW: Final Payment

Hi Lisa,

I'm working on satisfying some of the client's document requests required for final payment on 1753. Can you help provide #5 listed below? I'm not quite sure what they might be after for this.

**Brett Sonflieth** Project Manager

**KIRBY NAGELHOUT CONSTRUCTION COMPANY**

PORTLAND | BEND | PENDLETON OR CCB #95590 & WA KIRBYNC888DW

Cell 503-957-4174 | Office 503-530-8420

[www.KirbyNagelhout.com](http://www.KirbyNagelhout.com) | [LinkedIn](#) | [Instagram](#) | [Facebook](#)

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**From:** Riley Baker <[Riley.Baker@columbiacountyor.gov](mailto:Riley.Baker@columbiacountyor.gov)>

**Sent:** Thursday, August 7, 2025 6:46 AM

**To:** Brett Sonflieth <[BrettS@kirbynagelhout.com](mailto:BrettS@kirbynagelhout.com)>

**Subject:** Final Payment

Hey Brett,

I know you have provided some of this... could you provide in one email the following:

1. **Written Notice of Final Completion** – Signed by Kirby and submitted to the us.
2. **Certificate of Substantial Completion** – Including:
  - o Date of Substantial Completion
  - o Responsibilities for maintenance, utilities, security, damage, and insurance
  - o Deadline for completing any outstanding punch list items
  - o Signed by both Kirby and the County
3. **Notarized Affidavit/Release of Liens and Claims** – Confirming all subcontractors and suppliers have been paid or otherwise satisfied.
4. **Certificate of Insurance** – Showing continued coverage per contract terms, with no cancellation or expiration within 30 days.
5. **Statement on Insurance Renewal** – Confirming there is no known reason the required insurance will not be renewed for the specified period.
6. **Consent of Surety for Final Payment**
7. **Any Additional Documentation** – Receipts, waivers, or bonds as may be required if a subcontractor has not released a lien.

Once these items are received and reviewed, I'll finalize the approval for payment.

Please let me know if you have any questions.

Thanks!

**Riley Baker**

General Services Director | Columbia County

230 Strand Street | Saint Helens, OR 97051

(p) 971-328-2537 | (f) 503-397-7251

[riley.baker@columbiacountyor.gov](mailto:riley.baker@columbiacountyor.gov)

[www.columbiacountyor.gov](http://www.columbiacountyor.gov)



## CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT: Design Build Services for The Columbia County  
Courthouse Improvement Project

CONTRACTOR: Kirby Nagelhout  
Construction Company  
9965 SW Arctic Dr.  
Beaverton, OR 97005

TO: (Owner) Columbia County  
230 Strand St. St Helens, OR 97051  
c/o Riley Baker

CONTRACT REFERENCE: Courthouse Improvement Project Design Build Contract  
CONTRACT DATE: 12/5/2023

DATE OF ISSUANCE: 5/9/2025

PROJECT OR DESIGNATED PORTION SHALL INCLUDE: The scope of this project includes design-build services for the seismic improvements of the courthouse bell tower and addition of a new elevator and between the Annex building and old courthouse.

The work performed under this Contract has been reviewed and found to be Substantially Complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby established as **May 5<sup>th</sup>, 2025**, which is also the date of commencement of applicable warranties required by the Contract Documents.

DEFINITION OF DATE OF SUBSTANTIAL COMPLETION: The Date of Substantial Completion of the Work or designated portion thereof is the Date certified by the Owner when construction is sufficiently complete, in accordance with the Contract Documents, so the Owner can occupy or utilize the Work or designated portion thereof for the use for which it is intended, as expressed in the Contract Documents. The responsibility for security, maintenance, heat, utilities, damage to the Work, and insurance shall be the responsibility of the Owner beginning on the Date of Substantial Completion.

Notice hereby is given that the building, structure or other improvement on the following described premises, **Columbia County Courthouse, 230 Strand St. St Helens OR 97051**, has been completed.

The Contractor will complete or correct the Work on the list of items attached hereto within **Thirty (30)** days from the above Date of Substantial Completion.

The scopes of work listed below are permitted under permit numbers 749-23-000432-STR, and 749-24-000032-STR. KNCC and the Owner agree that these scopes of work are not included in the current GMP. If KNCC is required to complete these items to close out the permit, then an increase to the GMP will be required.

- Bell Tower Finish Woodwork
- Screening of Mechanical units in front of the courthouse
- Trash enclosure fencing
- Fire escape improvement/replacement

Contractor:

Kirby Nagelhout Construction Co.

BY Clark Zeller

(PRINT)

(SIGNATURE)

DATE 5/29/2025

Owner:

Columbia County

BY Kellie Jo Smith

(PRINT)

(SIGNATURE)

DATE 05.28.2025



Kirby Nagelhout Construction Co.

Job #: 1753 Columbia County Courthouse Improvements  
230 Strand St  
St Helens, Oregon 97051

All Punch List Items

23 Items

| #  | Title   | Type        | Assignee Company                     | Assignee Name  | Assignee Response | Punch Item Manager | Final Approver  | Ball In Court   | Closed By | Date Closed | Status        | Creator         | Date Created | Due Date   | Location | Trade | Reference | Priority |        |
|----|---|-------------|--------------------------------------|----------------|-------------------|--------------------|-----------------|---|-----------|-------------|---------------|-----------------|--------------|------------|----------|-------|-----------|----------|--------|
| 2  | Carpet and base in the new corridors and elevator need to be installed. | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Scott Getscher     | Scott Getscher  | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Scott Getscher  | 04/29/2025   | 05/02/2025 |          |       |           |          | Medium |
| 4  | Touch up paint at the doors to the stair well at ground floor           | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/03/2025 |          |       |           |          |        |
| 5  | Paint Handrail  | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 04/30/2025 |          |       |           |          |        |
| 6  | Site Striping and Signage   | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/03/2025 |          |       |           |          |        |
| 7  | MEP Trim Out of the Vestibule and Canopy                                | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 04/30/2025 |          |       |           |          |        |
| 8  | Wood Trim, Sealed and Painted at Lower Vestibule Corner                 | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/02/2025 |          |       |           |          |        |
| 9  | Place Fill in Planter Box   | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/05/2025 |          |       |           |          |        |
| 11 | Fabric and Rock on Sidewalk Edge  | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/03/2025 |          |       |           |          |        |
| 12 | Clean Siding and touch up where needed                                  | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/01/2025 |          |       |           |          |        |
| 13 | Clean Stucco and Paint as needed  | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/01/2025 |          |       |           |          |        |
| 14 | Final Elevator Adjustment   | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/06/2025 |          |       |           |          |        |
| 16 | Fire Door Seals and Sweeps  | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/02/2025 |          |       |           |          |        |
| 17 | Clean Debris off of Fire Suppression System                             | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/01/2025 |          |       |           |          |        |
| 18 | Reset Exit Signage  | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 04/30/2025 |          |       |           |          |        |
| 21 | Anchor 2x4 in Bell Tower Attic  | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/03/2025 |          |       |           |          |        |
| 22 | Complete Electrical Coverplates for HVAC Moves in Attic                 | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 04/30/2025 |          |       |           |          |        |
| 23 | Mount a Fire Extinguisher on 1st floor                                  | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/02/2025 |          |       |           |          |        |
| 24 | Clean Up Concrete Splatter on Stone Wall                                | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/03/2025 |          |       |           |          |        |
| 25 | Paint the 1/2" recessed trim at the canopy                              | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/02/2025 |          |       |           |          |        |
| 26 | Paint the Vestibule Walls and Ceiling                                   | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 04/30/2025 |          |       |           |          |        |
| 28 | Paint the ladder on the upper elevator roof                             | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/02/2025 |          |       |           |          |        |

BOOK \_\_\_\_\_ PAGE \_\_\_\_\_



Printed on Wed Apr 30, 2025 at 05:13 pm PDT

Job #: 1753 Columbia County Courthouse Improvements  
230 Strand St  
St Helens, Oregon 97051

| #  | Title  | Type        | Assignee Company                     | Assignee Name  | Assignee Response | Punch Item Manager | Final Approver  | Ball In Court   | Closed By | Date Closed | Status        | Creator         | Date Created | Due Date   | Location | Trade | Reference | Priority |
|----|--|-------------|--------------------------------------|----------------|-------------------|--------------------|-----------------|---|-----------|-------------|---------------|-----------------|--------------|------------|----------|-------|-----------|----------|
| 29 | Paint touch up at edge of siding at the elevator shaft way on roof | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/02/2025 |          |       |           |          |
| 30 | Remove the lower gutter (can Foot                                  | Final Punch | Kirby Nagelhout Construction Company | Scott Getscher | Work Required     | Brett Sonflieth    | Brett Sonflieth | Scott Getscher (Kirby Nagelhout Construction Company) |           |             | Work Required | Brett Sonflieth | 04/30/2025   | 05/03/2025 |          |       |           |          |



**UNDERGROUND HEATING OIL TANK DECOMMISSIONING  
CERTIFICATE OF COMPLETION**

Date of Report Certification: November 5, 2024

Tank Owner Name: Columbia County

Tank Site Address: 230 Strand St, Saint Helens OR 97051

Tank Owner Mailing Address: 9965 SW Artic Dr, Beaverton OR 97005

DEQ Cleanup File Number: Not Applicable

Type of Project: Clean Decommission

Alpha Environmental Services, Inc. (Alpha) has performed heating oil tank services at the above-referenced property and certifies that the work performed meets the appropriate requirements of OAR 340-122-0205 through 340-122-0360 and OAR Chapter 340, Division 177.

Based on information and belief formed after reasonable inquiry, the heating oil tank services performed under this certification were conducted in compliance with all applicable federal, state, and local laws.

Alpha is currently insured as required by OAR 340-163-0050.

Signed By:   
Matthew Micheletty, President

Date Signed: November 5, 2024

Licensed Service Provider Company Name: Alpha Environmental Services, Inc.

Service Provider License Number: 17703      Expiration Date: July 14, 2025

Alpha Environmental Services, Inc.  
11080 SW Allen Blvd, Ste. 100, Beaverton, OR 97005  
(503) 292-5346 fax: (503) 627-0942  
info@alphaenvironmental.net  
CCB #152125

# REQUEST FOR PAYMENT

From: Kirby Nagelhout Construction Co.  
 20635 Brinson Blvd  
 Bend, OR 97701

To: Columbia County  
 230 Strand St  
 St Helens, OR 97051

Invoice: 1753024  
 Draw: 24  
 Invoice date: 7/31/2025  
 Period ending date: 7/31/2025

Contract For:

**Request for payment:**  
 Original contract amount \$268,032.00  
 Approved changes \$2,009,754.95  
 Revised contract amount \$2,277,786.95  
 Contract completed to date \$2,277,786.95  
 Add-ons to date \$0.00  
 Taxes to date \$0.00  
 Less retainage \$0.00  
 Total completed less retainage \$2,277,786.95  
 Less previous requests \$2,163,422.46  
 Current request for payment \$114,364.49  
 Current billing \$0.00  
 Current additional charges \$0.00  
 Current tax \$0.00  
 Less current retainage -\$114,364.49  
 Current amount due \$114,364.49  
 Remaining contract to bill \$0.00

Project: 1753  
 Columbia County Courthouse Imp

Contract date:

ARCHITECT'S CERTIFICATE FOR PAYMENT:  
 In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated and the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$

By: \_\_\_\_\_ Date: \_\_\_\_\_  
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

| CHANGE ORDER SUMMARY                         | ADDITIONS | DEDUCTIONS |
|--|-----------|------------|
| Changes approved in previous months by Owner |           |            |
| Total approved this Month                    |           |            |
| <b>TOTALS</b>                                |           |            |
| <b>NET CHANGES by Change Order</b>           |           |            |

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the Columbia County relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR: Kirby Nagelhout Construction Co.  
 By: *[Signature]*  
 Date: 7-29-2025

State Of Oregon County Of Washington  
 Subscribed and sworn to before me this 27th day of July 2025  
 Notary Public *[Signature]*  
 My commission expires: March 6, 2028



# REQUEST FOR PAYMENT DETAIL

Project: 1753 / Columbia County Courthouse Imp    Invoice: 1753024    Draw: 24    Period Ending Date: 7/31/2025    Detail Page 3 of 3 Pages

| Item ID       | Description                     | Total Contract Amount | Previously Completed Work | Work Completed This Period | Completed To Date   | % Comp        | Retainage Balance |
|---------------|---------------------------------|-----------------------|---------------------------|----------------------------|---------------------|---------------|-------------------|
| 9050          | Fire Escape Mods Allowance      |                       |                           |                            |                     |               |                   |
| 9060          | Bell Tower Rough Carp Allowance |                       |                           |                            |                     |               |                   |
| 9070          | TPO Roofing Allowance           |                       |                           |                            |                     |               |                   |
| 9071          | Roof Hatch Allowance            |                       |                           |                            |                     |               |                   |
| 9110          | Fall Protection Allowance       |                       |                           |                            |                     |               |                   |
| 9210          | Fire Suppression Allowance      | 1,769.00              |                           |                            |                     |               |                   |
| 9220          | Bell Tower Plumbing Allowance   | 1,000.00              |                           |                            |                     |               |                   |
| 9230          | Bell Tower HVAC Allowance       |                       |                           |                            |                     |               |                   |
| 9260          | Bell Tower Electric Allowance   |                       |                           |                            |                     |               |                   |
| 9310          | Footing Undermining Allowance   | 29,628.51             |                           |                            |                     |               |                   |
| 9311          | Basalt Rock Exc Allowan         | 13,127.84             |                           |                            |                     |               |                   |
| <b>Totals</b> |                                 | <b>2,277,786.95</b>   | <b>2,277,786.95</b>       |                            | <b>2,277,786.95</b> | <b>100.00</b> |                   |

**CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT**

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

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**Identifying Information**

Name of Claimant:

Name of Customer:

Job Location:

Owner:

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**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check:

Amount of Check: \$

Check Payable to:

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**Exceptions**

This document does not affect any of the following:  
Disputed claims for extras in the amount of: \$

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**Signature**

Claimant's Signature:

Claimant's Title:

Date of Signature:

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