

**CITY OF COOS BAY**  
**JOINT CITY COUNCIL / URA WORK SESSION**  
**Agenda Staff Report**

<b>MEETING DATE</b> July 25, 2017	<b>AGENDA ITEM NUMBER</b>
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**TO:** Mayor Benetti and City Councilors

**FROM:** Randy Dixon, Operations Administrator

**THROUGH:** Rodger Craddock, City Manager *RC*  
Jim Hossley, Public Works and Community Development Director *JH*

**ISSUE:** Approve Contract with Civil West – Services During Construction of Golden Ave

**SUMMARY:**

The Mayor and Councilors have requested that the City pave Golden Avenue in the vicinity of the post office between 4th and 7th Streets. Council awarded a contract with Civil West Engineering for the redesign of Golden Avenue in April 2017. Construction bids were received July 18<sup>th</sup>, low bidder is Knife River Materials in the amount of \$841,348.75. The City will value engineer a retaining wall and cost for curb & gutter. Those numbers are not available at the time this report is being prepared. Because the project requires specific inspections for sanitary sewer, concrete drainage basins, and trench compaction tests, staff is recommending contracting with Civil West Engineering to provide those services.

**ACTION REQUESTED**

If it pleases the City Council, award contract to Civil West Engineering for construction management and inspection scope of work, and authorize the City Manager to sign contract with Civil West Engineering for a fee not to exceed \$32,996.

**BACKGROUND:**

The Mayor and Councilors have requested that the City pave Golden Avenue in the vicinity of the post office between 4th and 7th Streets. The City contacted Civil West Engineering and obtained a scope for the redesign of Golden Avenue. Council approved of Civil West Engineering scope to provide design in the amount of \$74,950 in April 2017. Construction bids were received July 18<sup>th</sup>, the low bidder is Knife River Materials in the amount of \$841,348.75. The project construction budget with contingency approved by Council is \$883,418.75. The City will value engineer a retaining wall and cost for curb & gutter. Revised costs are not available at the time this report is being prepared. Because the project requires specific inspections for sanitary sewer, concrete drainage basins, and trench compaction tests, staff is recommending contracting with Civil West Engineering to provide those services. Civil West's cost to perform these task for construction management/inspections not to exceed \$32,996.

Staff originally was going to use in-house engineering staff to inspect City utilities during

construction. However, to date, we have been unsuccessful in hiring for a vacant engineering technician position. Remaining engineering staff is engaged in other projects. Therefore, staff is recommending that the construction management services be directly appointed to Civil West Engineering per Administrative Directive 15, Section 20(c) rather than conduct a competitive proposal process. Direct appointment is recommended because Civil West was the engineer of work, they are most familiar with this project, and past projects have been successfully designed and constructed under their management. If Council directs staff to obtain proposals for a construction manager and Civil West is not selected, the City will still have to contract with Civil West to address engineering questions and provide clarifications for their design. If Civil West was not hired to perform the construction management services or provide engineering assistance during construction, Civil West would not have to be responsible for the approved design in the event there was a design change nor would Civil West likely be lawfully responsible for errors and omissions.

**BUDGET IMPLICATIONS:**

Project design cost is \$74,950.00, construction cost is \$841,348.75, and construction management is \$32,996 for a combine project total of \$949,294.75 (not including contingency). Funding for the project will come from two separate sources, Surface Transportation Program Fund Exchange (STP) and the Wastewater Improvement Fund.