

**CITY OF COOS BAY URBAN RENEWAL AGENCY**  
**Agenda Staff Report**

<b>MEETING DATE</b> August 6, 2013	<b>AGENDA ITEM NUMBER</b>
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TO: Chair Gene Melton and Board Members

FROM: Jim Hossley, Public Works Director  
 Through: Rodger Craddock, City Manager

ISSUE Egyptian Theater Repair, Authorization to Enter in to Contract

**BACKGROUND**

1. Construction Contract:

The City of Coos Bay recently requested and advertised a Request for Quotes (RFQ) in an effort to obtain bids in regards to the identified Phase I structural improvements and the construction of new ADA restrooms for the Egyptian Theatre. The City received three (3) bids from general contractors; TODD Construction, Tualatin, Oregon; DLB Construction, Coos Bay, Oregon; and Harmon Construction, Coos Bay, Oregon.

The project scope defined by the contract documents consists of the following:

- Strengthening of mezzanine lobby floor
- Reinforcement to pile, foundation, and steel framing installation at west exterior wall
- Strengthening of roof members
- Construct ADA Restrooms
- Installation new electrical service

Bidder	Bid Bond 10%	Egyptian Theatre
Harmon Construction	Yes	\$776,00
DLB Construction	Yes	<b>\$620,000</b>
Todd Construction	Yes	\$799,000

2. Total Phase I Project Costs:

There are addition costs involved in completing the Phase I project scope listed above. The additional costs include the costs associated with: (1) the installation of a utility vault behind

the theatre; (2) special inspections; (3) hazardous material abatement; (4) utility boring; and a 5% project contingency. The total project budget going forward is as follows:

• DLB Construction Bid Proposal	\$620,000
• Pacific Power Corp (Electrical Vault)	\$ 25,000
• Special Inspections	\$ 8,000
• Hazardous Material Abatement	\$ 8,500
• Utility Boring	\$ 10,000
• Project Contingency (5%)	<u>\$ 31,000</u>
	\$702,500

3. Project Funding:

The URA and the Egyptian Theatre Preservation Association (ETPA) have worked together on a capital fund raising campaign which was comprised of two components: (1) grants and (2) local fund raising.

The ETPA has received the following grant commitments:

• Oregon Community Foundation	\$ 20,000
• Pacific Power Foundation	\$ 5,000
• Coquille Tribal Community Fund	\$ 10,000
• Autzen Foundation	\$ 5,000
• Oregon Cultural Trust	\$ 7,500
• Collins Foundation (top-off grant)	\$ 50,000
• Ford Family Foundation (top-off grant)	\$150,000
• MJ Murdock Charitable Trust (top-off grant)	<u>\$150,000</u>
	\$397,500

The ETPA has raised the following through their local fund raising efforts:

• Drop-off Donations (pyramids, unsolicited donations, etc.)	\$ 10,681
• ETPA Product (T-shirts, mugs, etc.) Sales & Antique Store Sales	\$ 1,315
• Direct Mail (donations, not memberships)	\$ 28,307
• Events and Activities (cash received after cost of event)	\$ 36,704
• Business & Corporate Activities (including naming opportunities)	\$ 18,200
• Board Gifts (2012 and 2013 received)	\$ 5,605
• Anchor Donors & Major Gifts	\$ 99,728
• Naming Opportunities	\$ 49,151
• Donor directed donations	\$ 1,740
• Amount earned from Challenge Donation	<u>\$ 20,000</u>
	\$271,431

Total amount of committed and received funds is \$668,931

4. Need to Begin the Project

While fundraising efforts to date are still \$33,569 short of the projected Phase I project costs, staff suggests moving forward (awarding the construction contract and provide bridge financing) while the ETPA continues its fundraising efforts. Failure to move forward would delay the starting of the project until next year's outside work window, and it could jeopardize some of the larger grants which were conditionally given based on when the work would start by and when the work would be completed.

#### ADVANTAGES

By performing the above construction scope, it will allow for the reopening of the Egyptian Theatre and ensure the structure is stabilized and safe for occupancy.

#### DISADVANTAGES

None

#### BUDGET

Because all of the larger grants are considered reimbursement grants, this will require encumbering the Agency's remaining available funds to ensure there is adequate cash flow to undertake the project and until the Agency receives the reimbursement funds.

#### RECOMMENDATION

If it pleases the Urban Renewal Agency please approve the following:

1. Authorize staff to proceed with entering in to a contract with DLB Construction, Inc. for the structural improvements and the construction of new ADA restrooms for the Egyptian Theatre in the amount of \$620,000.
2. Approve the expenditure of funds related to the needed utility vault, special inspections, hazardous material abatement, utility boring, and project contingency not to exceed \$82,500.
3. Provide bridge financing while the ETPA continues to raise the remaining funds needed to fund the project.
4. Authorization is contingent upon full award of the Collins Foundation, Ford Family Foundation, and MJ Murdock Charitable Trust top-off grants.

Staff further recommends that the Agency holds off on undertaking any additional projects not already approved until this project is completed.