



# COBURG CITY COUNCIL

## ACTION ITEM

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### Pavilion Park Improvements – Phase II

#### Bid Award & Contract Authorization

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Meeting Date	Staff Contact	Email
September 24, 2024	Adam Hanks, City Administrator	<a href="mailto:adam.hanks@ci.coburg.or.us">adam.hanks@ci.coburg.or.us</a>

#### REQUESTED COUNCIL ACTION

Staff is requesting Council acceptance of the staff recommendation for award of bid to Wildish Construction Co as the lowest cost, qualified and responsive bidder for the Coburg Pavilion Park project as amended. Staff also request Council authorization for the City Administrator to execute the contract to complete the work described in Exhibit A of the attached contract.

#### Suggested Motion

*I move to approve the bid award of the Coburg Pavilion Park Project to Wildish Construction and authorize the City Administrator to execute the contract in the amended amount of \$310,296 to complete the project.*

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#### BACKGROUND

The Pavilion Park Improvement project began in 2022 with an application to the Oregon Parks and Recreation Department for grant funding to support the purchase and improvement of a vacant parcel of land owned by the Shepard family immediately south of the City owned Pavilion Park parcel.

The Shepard family agreed to a land exchange with the City receiving the vacant parcel adjacent to the park and the Shepard family receiving land that was part of the City Hall parcel and adjacent to property already owned by the Shepard family. The appraised value of the land was utilized by the City for the local match requirement of the state grant, which resulted in an approximately 40% local match. The terms of the land swap are contained in the Property Exchange Agreement and is attached for reference.

The intent of the project was to bring the entire area under City ownership, expand the park amenities to the newly acquired land, install a restroom facility and create accessible parking and pathway improvements to ensure the park was usable to all.

Phase I of the project was completed in May of 2024 with the purchase and installation of a two room, pre-cast restroom building, a septic tank and all associated utility connections for both the restroom and for some elements of the phase II improvements.

Phase II of the project was put out to bid in late July and the bid opening held on August 27<sup>th</sup> with nine bids received. Base bids ranged from \$376,502 to \$465,551 with an average bid of \$408,852. Both the number of bidders and the relatively tight range of bid amounts provide clear indication of a competitive and successful bid process.

The low bid of \$376,502 exceeded available and allocated funding to complete the project. At its September 10, 2024 meeting, Council reviewed and concurred with a recommendation from staff to complete negotiations with Wildish Construction consistent with public contracting rules set forth in ORS 279C.340 & OAR 137-049-0430 to remove select bid package detail items, including removal of the concrete “mow strip” and the relocation of an existing light pole as well as converting several other bid items to “owner responsibility” such as the irrigation system repairs and the pavement markings for all parking areas (including ADA).

The final negotiated bid award elements are detailed in Exhibit A of the attached contract and total \$310,296, a reduction of \$66,206 from the original base bid.

**RECOMMENDATION**

Staff recommends acceptance of the negotiated bid and authorization to execute the associated contract to complete the improvements.

**BUDGET / FINANCIAL IMPACT**

<b><u>Bid Summary (Direct Contractor Project Expense)</u></b>	
Original Low Bid	\$ 376,502
Proposed Project Bid Cuts	\$ 66,206
Proposed Adjusted Bid	\$ 310,296
Estimated Eng/Project Mgmt (+6% of total bid)	\$ 18,198
Total Funds Required for Bid Project Work	\$ 328,494
City Required Grant Project Deliverables	\$ 30,000
	<b>\$ 358,494</b>
<b><u>Bid/Contract Revenue</u></b>	
Grant Reimbursement	\$ 171,336
Parks SDC	\$ 140,480
<b>TOTAL</b>	<b>\$ 311,816</b>
<b><u>Project Completion Revenue Summary</u></b>	
<b>TOTAL ADDITIONAL FUNDING REQUIRED</b>	<b>\$ 46,678</b>

**PUBLIC INVOLVEMENT**

In addition to the staff update on bid options on September 10, 2024, the Pavilion Park Improvements project has had multiple public meetings of both the Park/Tree Committee and City Council since its inception in early 2022, including recent updates on separating the project into two separate phases and for the approval of the two room restroom building contained within phase I of the project.

**NEXT STEPS**

Upon bid approval and contract authorization from Council, staff will complete the contract and bid work to execute the contract and schedule the pre-construction meetings to kick off phase II improvements at Pavilion Park, which would likely occur on-site by early October with a target date of substantial completion in June of 2025. Staff work on park features/amenities would continue through July after the contract work has been completed and the park usable to the public.

**ATTACHMENTS**

1. Bid Award
2. Contract
3. Bid Tally Sheet for Coburg Pavilion Park