



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Granting Negotiation & Execution Authority to the City Manager for the Sankey Park Phase III Contract

Preferred Agenda: February 24, 2026

Submitted By: Cecily Hope Pretty, Deputy City Manager

Reviewed By: Jason Ogden, City Manager / Police Chief

Type of Action: Motion Resolution Reading Roll Call

Relevant Code/Policy: N/A

Towards Council Goal: Desirable Community, Effective Government, Infrastructure, Essential Services, Economic Strength

Attachments: Sankey Park Phase III Request for Proposals
Sankey Park Phase III Final Scoring
Sankey Park Phase III Construction Contract (Draft)

Purpose of this RCA:

The purpose of this RCA is to formally direct the City Manager to negotiate and execute the construction contract for the Sankey Park Phase III project.

Background/Context:

The City solicited for project design in April 2024 and awarded the design contract to Ashley and Vance in May 2024, who completed the design in early 2025. A Request for Proposals (RFP) for the construction phase was issued September 23rd and a mandatory pre-proposal meeting was held at Sankey Park on October 7th. Nine firms submitted proposals, with eight proposals deemed responsive. A four-member evaluation committee independently scored each proposal and met on November 24th to tally the final scores. North Santiam Paving Co. was the highest scorer and received a Notice of Intent to Award on November 25th.

The Challenge/Problem:

The City Manager is seeking Council direction to finalize contract negotiations and execute the construction contract with North Santiam Paving Co. Negotiations have already begun; staff and the contractor are working out final details related to the fabrication timeline of necessary project components, but the draft contract is substantially similar to what will ultimately be executed.

Issues and Financial Impacts:

Sankey Park Phase III is funded through grant funds, City funds, and donations. The selected contractor's bid price is \$496,401.25; whatever is not covered by the grant is budgeted in the City's General Fund. Substantial completion of the construction must be completed by June 30, 2026 in order to maximize grant funding so time is of the essence.

Elements of a Stable Solution:

Continuing the process toward project completion.

Options:

1. Do nothing: The City will not move forward with Sankey Park Phase III construction at this time.
2. Move to direct the City Manager to negotiate and execute the contract: The City Manager will finalize the contract with North Santiam Paving Co. and execute it.
3. Direct staff to take other action: Direct staff to solicit additional proposals, conduct additional due diligence, or some other action.

Recommendation:

Staff recommends option #2: Move to direct the City Manager to negotiate and execute the contract.