

URBAN RENEWAL AGENCY
MINUTES
April 15, 2020

The Philomath Urban Renewal Agency meeting was called to order by Mayor Eric Niemann on Wednesday, April 15, 2020, at 5:45 p.m. Due to the Oregon Governor's Executive Order 20-12 requiring social distancing due to the COVID-19 pandemic, the meeting was held via video conferencing technology with the public also allowed to attend in limited capacity in the Philomath City Hall Council Chambers, 980 Applegate Street, Philomath, Oregon.

a. ROLL CALL

Present:

Mayor Eric Niemann
Councilor Ruth Causey
Councilor Doug Edmonds
Councilor Chas Jones
Councilor Matt Lehman (5:49 p.m.)
Councilor David Low

Absent:

Councilor Matthew Thomas

Staff Present:

City Manager Chris Workman
Finance Director Joan Swanson
Public Works Director Kevin Fear
City Recorder Ruth Post

Absent:

Police Chief Ken Rueben
City Attorney Jim Brewer

B. NEW BUSINESS

1. 13th Street Waterline Railroad Crossing Project Contract – Mayor Niemann summarized the budgetary considerations for this project that was combined with the Timber Estates Sewer Line to create a better bid package. He reviewed the bids that were opened yesterday, noting that the bids came in substantially lower than the budgeted funds. He stated the bid amount for the 13th Street project was \$69,000 compared to the \$125,000 budgeted.

(Councilor Lehman arrived at 5:49 p.m.)

Mr. Fear explained the originations of this project a couple of years ago and that it had been tabled until it could be combined with another project. He described the savings that the bid amount creates. Ms. Swanson reviewed the budgetary impact of the project.

Councilor Causey questioned the range of bid amounts and if the City has worked with the low bidder previously. Mr. Fear reviewed recommendations that have been received for this company. He also described his conversation with a local company regarding their bid, and they understood the competition but had bid the contract to the best of their ability, particularly since it includes deep trenching. He stated the two higher bids were reflective of the workload of those two companies.

MOTION: Councilor Causey moved, Councilor Edmonds second, to approve the awarding of the Timber Estates Trunk Sewer and 13th Street Waterline Railroad Crossing project subject to the conditions listed in the agenda item summary dated April 15, 2020:

1. Low bid by an acceptable contractor is within the engineer estimate amount of \$450,000 + \$15,000 contingency for a total of \$465,000;
2. There are no bid contentions within the 7-day contesting period;

- 1 3. Contracts are not signed prior to the expiration of the 7-day contesting period;
- 2 4. Contract is awarded to the low bidder as long as bidder meetings city requirements;
- 3 and
- 4 5. Approval of awarding the project by the City of Philomath.

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6 Motion APPROVED 6-0 (Yes: Causey, Edmonds, Jones, Lehman, Low, and Niemann;
7 No: None).

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9 **C. ADJOURNMENT**

10 There being no further business, Mayor Niemann adjourned the meeting at 5:57 p.m.

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12 SIGNED: ATTEST:
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14 _____
15 Eric Niemann, Mayor/Urban Renewal Agency Chair Ruth Post, MMC, City Recorder