



AGENDA PHILOMATH URBAN RENEWAL AGENCY

April 15, 2020

5:45 P.M.

Council Chambers; Philomath City Hall

Mission: To promote ethical and responsive municipal government which provides its citizenry with high quality municipal services in an efficient and cost effective manner.

AGENDA

- A. ROLL CALL
- B. NEW BUSINESS
 - B.01 13th Street Waterline Railroad Crossing Project Contract
- C. ADJOURNMENT

Meeting Access Information

This meeting is being held via video conference. Citizens should use the video link or phone number provided below to listen to the meeting. For residents that do not have a phone or access to the internet, a small number of chairs will be provided at City Hall to comply with public meetings laws and social distancing requirements.

Please use the following link or phone number to access the meeting:

Video: <https://zoom.us/j/2065507670?pwd=eTJqL3Nubk83ODJKTy9LdUQvYXg5Zz09>
Phone: 312-626-6799
Meeting ID: 206 550 7670
Password: Philomath

Meeting Conduct

All non-city participant microphones and screens will be muted. Presenters and members of the public will only be unmuted if called on to speak. The chat function will be disabled during the meeting.

Opportunities to Comment

Live Public Comment during meetings has been suspended during social distancing requirements. To provide written comment to the City Recorder prior to the meeting:

- 1) email written comments to ruth.post@philomathoregon.gov by 12:00 p.m. the day of the meeting, or
- 2) place written comments in the parking lot drop box no later than 12:00 p.m. the day of the meeting, or
- 3) mail written comments to PO Box 400, Philomath, OR 97370 3-4 days prior to the meeting date.



Philomath Urban Renewal Agency Agenda Item Summary

Title/Topic: Timber Estates Trunk Sewer and 13th St Waterline

Meeting Date: April 15, 2020
Subcommittee: Public Works Committee
Committee Chair: Mayor Eric Niemann
Staff Contact: Public Works Director Kevin Fear

BACKGROUND

The City has been working with the school district for the last 2 years to secure an easement along the south end of the middle school property, along Chapel Dr. This easement has finally been secured and the Timber Estates Trunk Sewer. We've combined this project with the 13th Street Waterline Railroad Crossing project and put them out to bid. The School District has placed a window for the City to be completed with the project and have the Mariman Cross Country trail open and re-chipped prior to September 1, 2020. To make sure we meet this deadline we need to move forward with this expediently.

The 13th Street waterline portion of the project is a waterline abandonment of a waterline that is located under a homeowners garage, and the connection that was to be removed in the 2017 project needed to be re-engineered and was postponed until the city had another project to tie it to for better pricing. This is an Urban Renewal project, so approval will need to be given by both the City and the Urban Renewal Agency to award the contract.

Staff would like to request that the City Council and Urban Renewal Agency "Pre-Approve" the awarding of the contract prior to bid opening providing that the following criteria is met.

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

AGENCY OPTIONS

- Approve the awarding of the contract "pre-bid" opening provided the 5 criteria items are met.
- Decline the awarding of the contract "pre-bid" and schedule another meeting to award the contract on or before April 21, 2020 after 5:00pm.

CITY MANAGER RECOMMENDATION

Approve the award as presented. This sewer project is identified in the 2020 Strategic Plan as Objective 3.2.2 and both projects are identified in this year's capital improvement plan (CIP).

The City Council I scheduled to consider this approval on April 13, 2020.

RECOMMENDED MOTION

"I move 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."

ATTACHMENTS

None