

**MINUTES OF THE PROCEEDINGS OF
THE CITY OF COOS BAY URBAN RENEWAL AGENCY**

November 2, 2021

The minutes of the proceedings of a regular meeting of the Urban Renewal Agency of the City of Coos Bay, Coos County, Oregon, held at 7:32 pm in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Stephanie Kilmer and Board Members Joe Benetti, Drew Farmer, and Rob Miles. Board Member Carmen Matthews attended remotely by teleconference. Board Members Lucinda DiNovo and Sara Stephens were absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Assistant City Manager/Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Deputy Public Works and Community Development Director/City Engineer Jennifer Wirsing, Fire Chief Mark Anderson, Police Captain Mike Shaffer, and Library Director Sami Pierson.

Public Comments

No public comments were made.

Public Comments

No public comment forms were received.

Consent Calendar

Chair Kilmer reviewed the consent calendar which consisted of:

2a: Approval of October 5, 2021 Minutes

2b: Acceptance of September 2021 Financial Reports and Check Register

Board Member Miles moved to approve the consent calendar as presented. Board Member Farmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Matthews, Miles. Absent: DiNovo, Stephens.

Consideration of Award of Library Roof Repair Contract Under Emergency Procurement

Deputy Public Works and Community Development Director/City Engineer Jennifer Wirsing stated the Coos Bay Public Library roof had been patched several times in the past to mitigate rain damage. These attempts have failed in a short time and there was a threat from past damage combined with new damage that may deem the library uninhabitable. Repairing the roof would help reduce further damage and allow occupation of the building by library staff and patrons until a new library could be built. If staff were to bid the roofing upgrades through the typical process, it would take months to bid and award the project to the lowest bidder, and it would move the construction into the rainy season. Staff and the contractor believed if the roof was not replaced prior to the winter months the roof may fail or cause

further damage, risking the potential the building could not be occupied. Because of these reasons, findings could be made that comply with Resolution 17-14 Section 11 titled Emergency Procurement. In an effort to perform due diligence, staff reached out to four contractors, two were non-responsive, and Evergreen Roofing bid the project at \$312,814.00. However, the bid omitted the removal and reinstallation of the six HVAC units from the roof, this task was to be done by others and not included in their bid, did not include the replacement of windows or sky lights in their proposal, and proposed an unrealistic schedule of four months before they could start the work. Tom Gayewski Construction LLC provided a base bid of \$689,900.00, while more than Evergreen Roofing, it was comprehensive and would commit to completing the project no later than November 15, 2021.

A new roof was expected to extend the life of the structure long enough for a new library building to be constructed. However, further repairs to the library may need to be performed in the future to keep the structure a functioning library. The repairs may include the following: foundation improvements, re-connecting the rain downspouts to the underground piping, mold abatement, air quality monitoring, ceiling repairs, including ceiling repairs to the large conference room which was currently unusable. At this time staff only proposed to replace the roof; at a later date the additional repairs listed may be presented to the Agency for consideration. This project was recommended to be fully paid for by Downtown Urban Renewal funds. The proposed cost of \$689,900.00 included everything to complete the project in a timely manner. A 15% contingency of \$103,485.00 and an estimate for board replacement (4' x 8') if rot was encountered in the amount of \$17,250.00 dollars for a total of \$810,635.00 was recommended.

Board Member Miles moved to approve the emergency procurement and award of contract for Tom Gayewski Construction LLC to repair/replace the library's roofing system for an amount not to exceed \$810,635.00. Board Member Farmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Matthews, Miles. Absent: DiNovo, Stephens.

Board Comments

Board Member Miles stated the Boys and Girls Club Dance School project was completed; the Agency approved a \$150,000 grant for the project; offered tours of the completed facility to the Agency Board, and stated a ribbon cutting or open house was being scheduled.

Adjourn

There being no further business to come before the agency, Chair Kilmer adjourned the meeting. These minutes were approved as presented by the Urban Renewal Agency on November 16, 2021.



Stephanie Kilmer, Chair

Attest: 
Nichole Rutherford, Recorder