

**ROSEBURG URBAN RENEWAL AGENCY**  
**BOARD MEETING AGENDA**  
**November 24, 2014**



*Handwritten signature and date: 11/18/14*

**7:00 p.m. City Hall Council Chambers**  
**(Immediately following City Council meeting)**

- 
1. **CALL TO ORDER:** Larry Rich, Chairperson
  
  2. **ROLL CALL OF BOARD MEMBERS**  
Bob Cotterell      Ken Fazio      Victoria Hawks  
Steve Kaser      Marty Katz      Lew Marks      Tom Ryan
  
  3. **CONSENT AGENDA**  
A. Minutes of November 10, 2014 Meeting  
B. Spruce/Parrott Street Improvement Project Design Contract Award
  
  4. **DISCUSSION ITEMS**  
A. Washington/Oak Improvements Amendment
  
  5. **AUDIENCE PARTICIPATION**
  
  6. **ADJOURNMENT**
  
  7. **EXECUTIVE SESSION – ORS 192.660(2)**

---

Please contact the office of the City Recorder, 900 SE Douglas Avenue, Roseburg, Oregon, 97470; phone (541) 492-6866, at least 48 hours prior to the scheduled meeting time if you need an accommodation in accordance with the Americans With Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

**MINUTES OF THE ROSEBURG  
URBAN RENEWAL AGENCY BOARD MEETING  
November 10, 2014**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 7:53 p.m. on Monday, November 10, 2014, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

ROLL CALL

Present: Board Members Bob Cotterell, Ken Fazio, Victoria Hawks, Steve Kaser, Lew Marks and Tom Ryan.

Others present: City Manager Lance Colley, City Attorney Bruce Coalwell, City Recorder Sheila Cox, Public Works Director Nikki Messenger, Community Development Director Brian Davis, Police Chief Jim Burge, Finance Director Ron Harker, Management Technician Debi Davidson and Carissa Cegavske of The News Review.

CONSENT AGENDA

Ryan moved to approve the following consent agenda items:

- A. Minutes of August 25, 2014 meeting.
- B. Urban Renewal Component of the Five Year Capital Improvement Plan

Motion was seconded by Cotterell and carried unanimously.

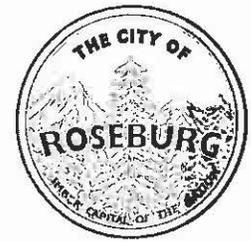
ADJOURNMENT

The meeting adjourned at 7:54 p.m.



Debi Davidson  
Management Technician

# ROSEBURG URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY



---

## Spruce/Parrott Street Improvement Project Design Contract Award Recommendation

---

Meeting Date: November 24, 2014  
Department: Public Works  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Consent  
Staff Contact: Nikki Messenger  
Contact Telephone Number: 541-492-6730

---

### ISSUE STATEMENT AND SUMMARY

Staff recently issued a Request for Proposals (RFP) for engineering services related to design of street improvements on Spruce and Parrott Streets between Oak Avenue and Mosher Street. The issue for the Board is whether to award a design contract for this project.

### BACKGROUND

**A. Board Action History.** None.

**B. Analysis.** Spruce Street south of Oak Avenue serves an underdeveloped industrial area between Oak and Mosher. In this same area, Parrott Street serves a mainly residential area and wyes into Spruce Street at Lane Avenue. Both streets are in poor condition. It is the City's intent to reconstruct both streets and improve the intersection of Spruce and Parrott to route non-local traffic between Oak and Mosher on to Spruce Street and use Parrott Street for residential access.

In October, the City issued a Request for Proposals (RFP) for design services related to this project. The proposed scope of work will include alternative analysis, predesign, design, preparation of construction documents and engineer's estimates for the project. On November 4, 2014 three proposals were received. They were ranked according to the criteria outlined in the RFP. The results of this ranking are as follows:

<u>Consultant</u>	<u>Score</u>	<u>Proposed Cost</u>
i.e. Engineering, Inc.	77.7	\$125,376
Civil West, Inc.	82.0	\$85,972
Pinnacle Western, Inc.	83.3	\$92,265

**C. Financial and/or Resource Considerations.**

The FY 14-15 Urban Renewal Budget includes \$75,000 for the design of this project. The Five Year CIP includes additional funding for construction in FY 15-16.

**D. Timing Issues.** The intent is to design the project as quickly as possible and evaluate the potential for construction in 2015.

## **BOARD OPTIONS**

The Board has the option to:

1. Award the contract to the highest ranked proposer, Pinnacle Western, Inc.; or
2. Reject all proposals.

## **STAFF RECOMMENDATION**

The Public Works Commission discussed the results of this RFP at their November 13<sup>th</sup> meeting. The Commission recommended awarding the contract to Pinnacle Western, Inc. for an amount not to exceed \$92,265. Staff concurs with this recommendation.

## **SUGGESTED MOTION**

*I move to award the Spruce/Parrott Street Improvement Project design contract to Pinnacle Western, Inc. for \$92,265.*

## **ATTACHMENTS**

Project Page from Five Year Capital Improvement Plan

## URBAN RENEWAL PROJECTS

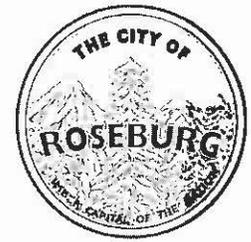


### Spruce/Parrott Street Improvements

This project will completely reconstruct both Spruce and Parrott Streets from Washington to Mosher. Parrott Street is a residential street that wyes into Spruce Street at Lane Avenue. Parrott Street serves as the alternate bicycle and pedestrian access for crossing under the Washington Street Bridge. Spruce Street serves an underdeveloped industrial area and is included within the Urban Renewal District.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>1,250,000</b>	75,000	1,175,000			
<b>Funding Source</b>						
Transportation	<b>400,000</b>		400,000			
Urban Renewal	<b>750,000</b>	75,000	675,000			
Storm Drainage	<b>50,000</b>		50,000			
Sidewalk/Streetlight	<b>50,000</b>		50,000			
<b>Total</b>	<b>1,250,000</b>	75,000	1,175,000			

# ROSEBURG URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY



---

## Washington/Oak/Kane Improvements Engineering Contract Amendment 13UR03

---

**Meeting Date: November 24, 2014**  
**Department: Public Works**  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section: Department Items**  
**Staff Contact: Nikki Messenger**  
**Contact Telephone Number: 541-492-6730**

---

### ISSUE STATEMENT AND SUMMARY

The Washington/Oak/Kane project is currently in design and about eighty percent complete. The project has evolved to address public input and Council concerns. The issue for the Board is whether to approve a contract amendment for additional design services required to complete this project.

### BACKGROUND

#### A. Board Action History

- On October 28, 2013, the Board awarded the design contract to i.e. Engineering, Inc.
- On January 27, 2014, the Board approved the design concepts for the Washington/Oak Project and included keeping Rose Street as a two-way street.
- On March 10, 2014, the Board approved a contract amendment with i.e. Engineering for additional work including a traffic operations analysis.
- On March 17, 2014, the Board revisited the project and decided to:
  - Keep the parking at the Post Office head-in.
  - Proceed with a traffic study to evaluate the impacts of reducing one lane of traffic on Washington and Oak between Jackson and Kane Streets.
  - If the traffic study indicated that one travel lane was feasible, proceed with constructing back-in angled parking on Washington and Oak as proposed for a one-year trial period.
- On May 12, 2014, the Board directed staff to eliminate all back in parking and proceed with front in angled parking.

**B. Analysis.** In 2000, the City adopted a Downtown Master Plan. Since that time, many of the improvements listed in that plan have been accomplished. In 2005, the Urban Renewal Agency adopted the Second Amendment to the North Roseburg Urban Renewal Plan. This amendment included the downtown in the Urban Renewal Area in order to facilitate additional improvements to the downtown area.

The intent of this project is to make any necessary storm drainage improvements, pedestrian improvements, ADA improvements and other enhancements to increase the functionality and appearance of these streets that lead into the downtown core. The improvements will tie in with those planned as part of the Highway 138E Corridor Improvements and will utilize elements outlined in the existing Downtown Master Plan and Waterfront Development Plan.

The City enlisted the help of a Citizens Ad-Hoc Committee (CAC) to assist staff and the design engineer in refining the project. The CAC is made up of members of the Downtown Roseburg Association Board, Economic Development Commission, Public Works Commission, Planning Commission, City Council and a representative of the Umpqua Valley DisAbilities Network. As demonstrated by the Board timeline above, the project has been altered multiple times since inception, which has led to additional design costs.

Staff is proposing an amendment to i.e.'s contract to include the following elements that were not originally included or have been modified throughout the design process:

1. Coordination and management due to schedule delays
2. Additional public meetings
3. Addition of an 80% submittal
4. Sidewalk panel insert fabrication
5. Angled parking changes
6. Additional lighting design

**C. Financial and/or Resource Considerations.** The proposed contract amendment is \$28,392, which would bring the total contract amount to \$110,877. The FY 14-15 budget includes \$1,250,000 for the design and any construction that occurs by June 30, 2015. Money is budgeted and available to complete this additional work.

**D. Timing Issues.** It is staff's intent to bid the project this winter and complete construction by the fall of 2015.

## **BOARD OPTIONS**

The Board has the options to:

1. Approve the amendment for i.e. Engineering for an amount not to exceed \$28,392; or
2. Request additional information regarding this amendment.

## **STAFF RECOMMENDATION**

The Public Works Commission discussed this amendment at their November 13<sup>th</sup> meeting. The Commission recommended approving the design contract amendment. Staff concurs with this recommendation.

## **SUGGESTED MOTION**

***I move to approve a contract amendment with i.e. Engineering Inc. for \$28,392 for the Washington/Oak/Kane Improvement Project design.***

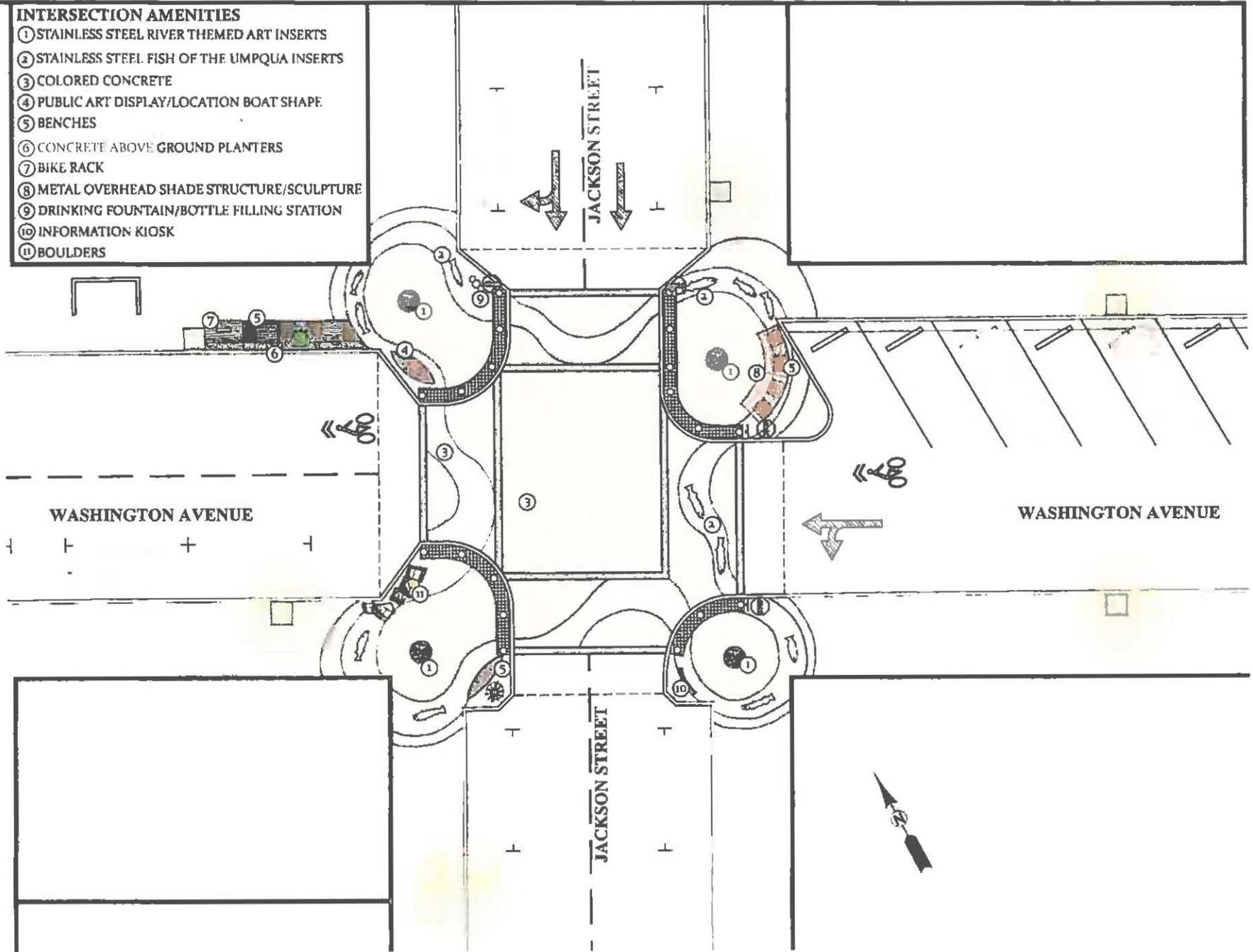
## **ATTACHMENTS**

Intersection Designs

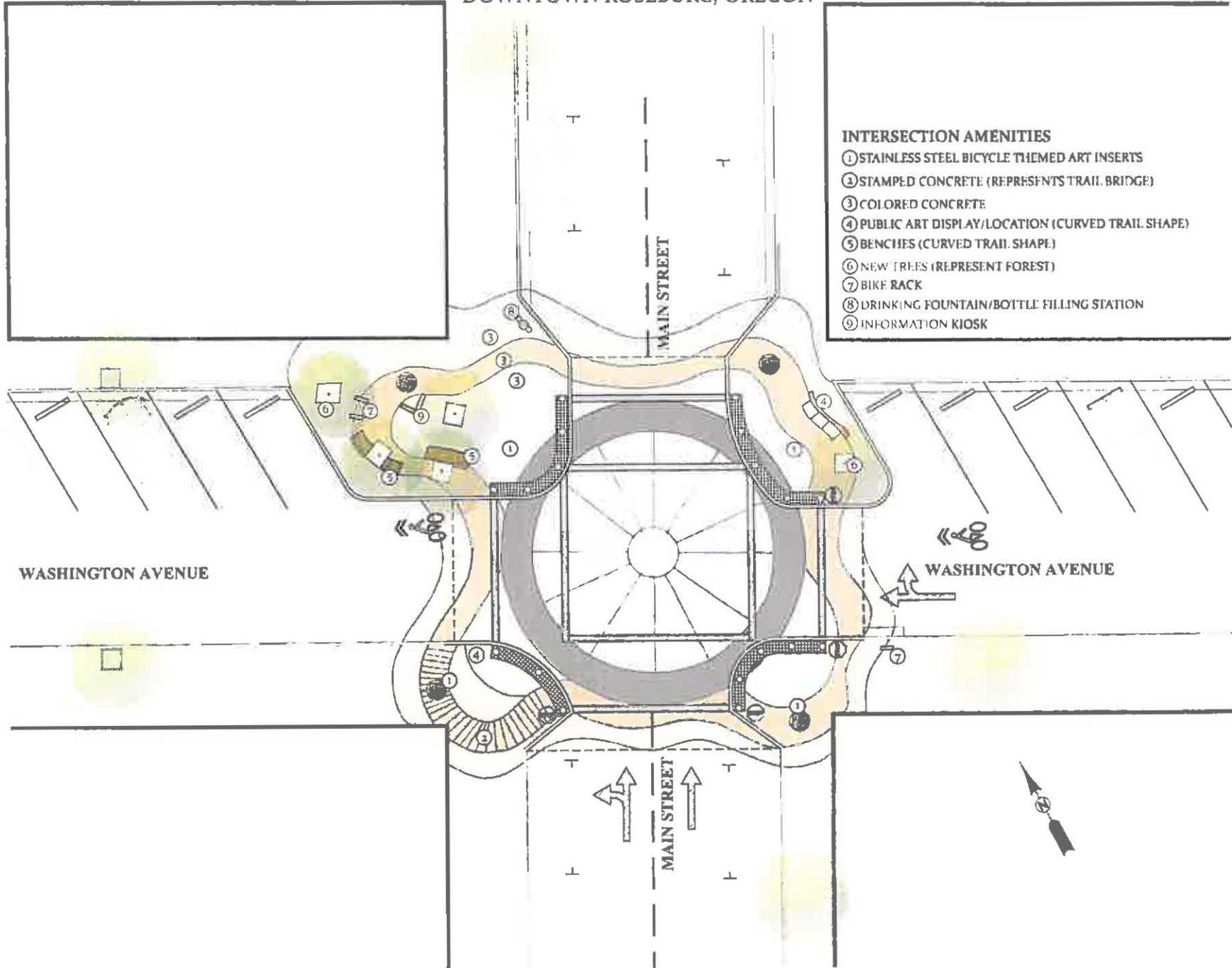
# WASHINGTON & JACKSON INTERSECTION HARDSCAPE & PUBLIC AMENITIES DOWNTOWN ROSEBURG, OREGON

## INTERSECTION AMENITIES

- ① STAINLESS STEEL RIVER THEMED ART INSERTS
- ② STAINLESS STEEL FISH OF THE UMPQUA INSERTS
- ③ COLORED CONCRETE
- ④ PUBLIC ART DISPLAY/LOCATION BOAT SHAPE
- ⑤ BENCHES
- ⑥ CONCRETE ABOVE GROUND PLANTERS
- ⑦ BIKE RACK
- ⑧ METAL OVERHEAD SHADE STRUCTURE/SCULPTURE
- ⑨ DRINKING FOUNTAIN/BOTTLE FILLING STATION
- ⑩ INFORMATION KIOSK
- ⑪ BOULDERS



WASHINGTON & MAIN INTERSECTION  
HARDSCAPE & PUBLIC AMENITIES  
DOWNTOWN ROSEBURG, OREGON



**INTERSECTION AMENITIES**

- ① STAINLESS STEEL BICYCLE THEMED ART INSERTS
- ② STAMPED CONCRETE (REPRESENTS TRAIL BRIDGE)
- ③ COLORED CONCRETE
- ④ PUBLIC ART DISPLAY/LOCATION (CURVED TRAIL SHAPE)
- ⑤ BENCHES (CURVED TRAIL SHAPE)
- ⑥ NEW TREES (REPRESENT FOREST)
- ⑦ BIKE RACK
- ⑧ DRINKING FOUNTAIN/BOTTLE FILLING STATION
- ⑨ INFORMATION KIOSK

**OAK & MAIN INTERSECTION  
 HARDSCAPE & PUBLIC AMENITIES  
 DOWNTOWN ROSEBURG, OREGON**



# OAK & JACKSON INTERSECTION HARDSCAPE & PUBLIC AMENITIES DOWNTOWN ROSEBURG, OREGON

## INTERSECTION AMENITIES

- ① STAINLESS STEEL FISH THEMED ART INSERTS
- ② BOULDERS
- ③ COLORED CONCRETE
- ④ PUBLIC ART DISPLAY/LOCATION
- ⑤ BENCHES
- ⑥ ARTISTIC METAL BENCH BACKS/SCULPTURES
- ⑦ NEW TREES (REPRESENT FOREST)
- ⑧ BIKE RACK
- ⑨ INFORMATION KIOSK

