



**ROSEBURG HOMELESS COMMISSION AGENDA  
WEDNESDAY, FEBRUARY 8, 2023**

**10:00 A.M. Special Meeting  
Electronic Meeting**

**Public Access: Facebook Live at [www.Facebook.com/CityofRoseburg](https://www.Facebook.com/CityofRoseburg)**

*Handwritten initials*

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**NOTE: IT IS UP TO EACH OF YOU AS COMMISSIONERS TO CALL 541-492-6866 AND LET STAFF KNOW BEFORE THE DAY OF THE MEETING IF YOU WILL NOT BE ATTENDING. THANK YOU.**

**I. CALL TO ORDER**

**II. ROLL CALL:**

Chair: Larry Rich  
Commissioners: Shelley Briggs Loosley      Gregory Brigham (Adapt)  
Chris Boice      KC Bolton (Aviva Health)  
Brent Eichman (UHA)      Michelle Moore (Cow Creek Tribe of  
Shaun Pritchard (UCAN)      Umpqua Indians)

**III. DISCUSSION ITEMS**

A. Gary Leif Navigation Center Renovation Project, Amendment 3 – Construction 21GR30  
(Ryan Herinckx)

**IV. NEXT MEETING DATE:** February 27, 2023

**V. ADJOURNMENT**

**ATTACHMENTS: None**

# ROSEBURG HOMELESS COMMISSION AGENDA ITEM SUMMARY



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## GARY LEIF NAVIGATION CENTER RENOVATION PROJECT AMENDMENT 3 – CONSTRUCTION 21GR30

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**Meeting Date:** February 8, 2023  
**Department:** Administration/Public Works  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section:** Discussion Items  
**Staff Contact:** Ryan Herinckx  
**Contact Telephone Number:** 541-492-6730

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### ISSUE STATEMENT AND SUMMARY

The issue for the Commission is whether to recommend the City Council authorize a contract amendment to proceed with the construction and remodel of the interior of the Gary Leif Navigation Center.

### BACKGROUND

#### **A. Council Action History.**

June 14, 2021: Council authorized the City Manager to execute an agreement with the State of Oregon, accepting a \$1.5 million dollar grant to establish and operate a navigation center.

January 24, 2022: Council approved the purchase of property at 948 SE Mill Street for use as the navigation center – the purchase closed on February 25, 2022.

March 14, 2022: Council approved entering into an agreement with UCAN to provide operating services for the navigation center.

March 28, 2022: Council authorized the City Manager to enter into two master agreements with Umpqua Health Alliance to receive a total of \$300,000 in funding for the navigation center.

June 13, 2022: Council authorized the City Manager to enter into an agreement with Oregon Housing and Community Services (OHCS) to accept grant funding in the amount of \$1 million to assist with the cost of operations of the navigation center.

June 27, 2022. Council adopted Resolution No. 2022-19, approving an alternate competitive bidding process of Construction Manager/General Contractor (CM/GC) for the renovation of the Gary Leif Navigation Center.

August 22, 2022. Council awarded a Master CM/GC contract to S+B James Company for the renovation of the Gary Leif Navigation Center.

On November 14, 2022 Council authorized amendment 2 for interior demolition and abatement of the Gary Leif Navigation Center.

**B. Analysis.**

The City went through a proposal process to select a contractor for CM/GC to perform services for the Gary Leif Navigation Center renovation. Based on the selection process, the Council awarded a master CM/GC contract to S+B James Company. The CM/GC master contract utilizes amendments to authorize phases of work. These amendments are similar to task orders the City utilizes with other types of master contracts.

The renovation goal is to provide a place to assist those experiencing homelessness with a temporary place to live and access services. The renovation includes installing a new fire sprinkler and alarm system, upgrades to existing HVAC, electrical and lighting, structural improvements, interior demolition and renovation as required, new flooring, and remodeling of existing restrooms. Phase I was covered by contract amendment 2 and included the demolition and asbestos abatement in the north half of the existing building. This work was completed in December. Amendment 3 will include construction work to complete the renovations to allow congregate shelter and office space for wrap-around services.

S+B James Company solicited bids for Amendment 3 which includes construction and renovation of the interior of the building. The bids were opened on January 17, 2023 and reviewed by S+B James Company, architect Curt Wilson, and City staff. Since that time, work has been done to identify cost saving measures to reduce the overall cost of this phase of the project, and revised bids are being provided. As the project moves forward, additional value engineering and costs savings will be pursued.

**C. Financial/Resource Considerations.**

Amendments 1 and 2 to the current contract totaled \$195,738. When staff spoke with the Commission at the November 28, 2022 meeting, the estimate for Phase 3 was \$1.455 million. This estimate has been lowered significantly. The bid from S+B James for Phase 3 is \$1,193,903.00. Staff will continue to work with the architect and contractor to reduce costs through additional value engineering.

**D. Timing Considerations.**

The intent is to deliver this project as quickly as practical. In order to meet this expectation; staff's intent is to present Amendment 3 to the City Council at their February 13 meeting.

**COMMISSION OPTIONS**

The Commission has the following options:

- Recommend the City Council approve Amendment 3 raising the guaranteed maximum price to \$1,193,903; or
- Request additional information; or
- Not recommend the City Council approve Amendment 3, which may substantially delay the project.

**STAFF RECOMMENDATION**

Staff recommends the Commission forward a recommendation to the City Council to authorize Amendment 3 raising the guaranteed maximum price by \$1,193,903 to \$1,389,641.

**SUGGESTED MOTION**

*"I MOVE TO RECOMMEND THE CITY COUNCIL APPROVE AMENDMENT 3 INCREASING THE GUARANTEED MAXIMUM PRICE BY \$1,193,903 FOR A TOTAL OF \$1,389,641.*

**ATTACHMENTS**

None