



# City of Oregon City

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## Staff Report

File Number: 15-267

**Agenda Date:** 5/20/2015

**Status:** Agenda Ready

**To:** Urban Renewal Commission

**Agenda #:** 4a.

**From:** Economic Development Manager Eric Underwood

**File Type:** Report

### **SUBJECT:**

Request for Additional Tenant Improvements at the Train Station

### **RECOMMENDED ACTION (Motion):**

Staff recommends that the Urban Renewal Commission approve the additional tenant improvements requested.

### **BACKGROUND:**

The Train Station project, approved by the Urban Renewal Commission (URC), was completed on January 30, 2015. The project was successful in constructing basic renovations that can accommodate for a variety of office/retail uses. The scope of work for the project was narrowly defined and the project budget was limited. Upon project completion, it was discovered that additional improvements are warranted in order to properly secure a tenant for this space. These improvements and their estimates have been identified as follows:

- \* Interior painting - \$3,000
- \* More functional overhead lighting - \$1,500
- \* Additional demolition of wall and carpet - \$500
- \* Flooring - \$18,000

The tenant, First City Central Marketplace & Bistro, has planned to make interior improvements in addition to the above proposed improvements but ones that are more customized for the tenant's particular use. These improvements will not be made without approval of the URC.

If the URC approves the above proposed improvements, staff will proceed to solicit three bids from licensed contractors qualified to perform the work required with a budget not to exceed \$25,000. Once a contractor is selected, work is expected to commence in August, 2015 and be completed by October, 2015.

### **BUDGET IMPACT:**

Amount: \$25,000

FY(s): 15/17

Funding Source: Urban Renewal