



# City of Oregon City

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## Staff Report

File Number: 18-332

**Agenda Date:** 7/18/2018

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 7a.

**From:** James Band

**File Type:** Contract

### **SUBJECT:**

Contract for Project Management and Owner's Representative Services for the Police and Municipal Courts Building

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

Authorize the City Manager to execute the contract for Project Management and Owner's Representative Services for the Police and Municipal Courts Building with PlanB Consultancy, Inc.

### **BACKGROUND:**

On September 19, 2017, the voters of Oregon City authorized the issuance of bonds in the principal amount up to \$16 million to provide a new Police and Municipal Court Facility. These funds will be added to the existing Community Safety Advancement Fee (CSAF) revenues in reserve. On November 15, 2017, the City Commission approved Resolution No. 17-28 to authorize and execute the sale and issuance of the bonds, and related transactions.

The City selected the firm of PlanB Consultancy, Inc. (PlanB) for Project Management and Owner's Representative Services through a Request for Proposal process and selection committee. After review by the city attorney, the contract for Project Management and Owner's Representative Services is now ready for the approval of the City Commission.

Based on PlanB's proposal for scope of services, staff recommends that the Commission authorize the City Manager to execute the contract not to exceed \$480,075 for PlanB to provide Project Management and Owner's Representative Services for the Police and Municipal Courts Building. Those contract documents are attached.

### **BUDGET IMPACT:**

Amount: \$480,075

FY(s): 2017-2018, 2018-2020, 2020-2022

Funding Source: Community Safety Advancement Fee (CSAF) revenues, Bonds