

CITY OF COOS BAY CITY COUNCIL

Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
July 7, 2026	4.d

TO: Mayor Benetti, Council President DiNovo, and City Councilors

FROM: Jennifer Wirsing, Public Works Director

THROUGH: Nichole Rutherford

ISSUE: Discussion Regarding the Downtown Boardwalk Maintenance Project

SUMMARY:

Review the bids received for the Downtown Boardwalk Maintenance project.

ACTION REQUESTED:

Unless Council desires otherwise, no action is requested.

BACKGROUND:

The Downtown Boardwalk is one of the City's most visible public amenities and serves residents, visitors, and downtown businesses throughout the year. Routine maintenance activities currently occur on an as-needed basis by staff; however, due to staff resources, Council expressed interest in evaluating a dedicated service contract that would provide a consistent level of maintenance and cleanliness. In response to Council's direction, staff developed a detailed Scope of Work intended to establish clear expectations, measurable performance standards, and objective criteria for evaluating contractor performance. The proposed contract would be for a twelve-month period beginning July 1, 2026, and ending June 30, 2027.

While creating this scope of work. Staff identified two bid alternates for Council Consideration. They are as follows:

- Alternate 1 – Tug Irene and Menasha Tree Area: This alternate would extend routine maintenance activities to include the Tug Irene and Menasha Tree area north of the Boardwalk. Services would generally mirror those proposed for the Boardwalk and would allow the City to evaluate pricing separately from the base contract.
- Alternate 2 – Middle Pavilion Floor Painting: This alternate would require repainting the Coos Bay map located on the floor of the middle pavilion during the first month of the contract. The alternate is intended as a one-time maintenance activity and would allow staff to evaluate the cost separately from ongoing maintenance services.

The request for bids was submitted to multiple local landscapers. Bids were due on June 25, 2026. Two bids were received:

- Clean Rivers - Base Bid: \$47,239.92, Alternate 1 (Tug Irene and Menasha Tree): \$5,200, Alternate 2: \$9,992
- Northwest Landscape - Base Bid: \$90,680, Alternate 1 (Tug Irene and Menasha Tree): \$19,000, Alternate 2: \$4,876

Costs were anticipated to be approximately \$20,000 based on a verbal quote. The Council had

authorized \$20,000 from the Lodging Tax Fund 5 for maintenance on the Downtown Boardwalk project for fiscal year ending 2027. While this contract does not need Council approval as it is within the City Manager's approval authorization threshold, since the bid came in higher than anticipated, staff wanted to present the bid prior to award. If Council desires to move forward with this project, staff is recommending authorizing Alternate 1, which includes maintenance of the Tug Irene and Menasha Tree. Staff is not recommending approval of Alternate 2 (painting the Coos Bay map in the middle pavilion), Staff will complete this work in-house.

BUDGET IMPLICATIONS:

While the costs are substantially higher than anticipated, should Council want to continue with this project, there are additional funds available in the Lodging Tax Fund 5.

ATTACHMENT(S):

- 2026_06_08 Boardwalk Services for FYE 2027 Final Version for Council Approval
- Boardwalk Exhibit