

CITY OF COOS BAY CITY COUNCIL

Agenda Staff Report

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

TO: Mayor Benetti, Council President DiNovo and City Councilors

FROM: Jeff Adkins, Fire Chief

THROUGH: Nichole Rutherford, City Manager

ISSUE: Consideration to Approve Project Management Contract with HGE Architects, Inc. for the Seismic Rehabilitation of the Eastside Fire Station

SUMMARY:

The Fire Department would like to enter into a contract with HGE Architects, Inc. as the project manager for the seismic rehabilitation of the Eastside fire station.

HGE Architects, Inc. assisted the City with the original Business Oregon Seismic Rehabilitation Grant application and completed the project's engineering and design work. Although the original grant was awarded, construction bids exceeded the available funding, and the City ultimately declined the grant.

HGE subsequently prepared and submitted a revised grant application on behalf of the City, which was successfully awarded.

Staff recommends awarding the project management contract directly to HGE rather than issuing a Request for Proposal (RFP). HGE has already completed the engineering and design work for the project, selecting another consultant would result in unnecessary duplication of work, additional costs, and project delays.

ACTION REQUESTED:

If it pleases Council, approve the contract with HGE Architects, Inc. for the project management of the Eastside fire station seismic rehabilitation project in the amount of \$107,997 which includes a 10% contingency.

BACKGROUND:

The Eastside Fire Station was constructed in 1954 and originally served as the municipal building for the former City of Eastside, housing the City Council Chambers, Finance Department, Public Works Department, Police Department, and Fire Department until Eastside merged with the City of Coos Bay in 1983. Since that time, the building has continued to serve the Eastside neighborhood as a fire station.

Although the station has not been staffed full-time since 2002, it remains an important public safety asset. It houses emergency response equipment that would be essential if the Isthmus Slough Bridge were damaged or otherwise inaccessible, allowing fire and emergency services to continue serving the Eastside neighborhood.

The southern Oregon coast faces a significant seismic risk from a potential Cascadia Subduction Zone earthquake. The Eastside Fire Station was constructed before modern seismic design standards and has been identified by the Oregon Department of Geology and Mineral Industries (DOGAMI) as having a "Very High" collapse potential.

To address this risk, the City applied for and was awarded a Business Oregon Seismic Rehabilitation Grant in 2024 in the amount of \$1,125,284. HGE Architects, Inc. assisted the City throughout the grant application process and was selected to provide architectural and engineering services. HGE also has a unique historical connection to the project, having designed the original fire station in 1954.

Following completion of the design, geotechnical investigation, engineering analysis, and construction documents, the project was advertised for competitive construction bids. All bids received exceeded the available grant funding. HGE subsequently revised the project in an effort to reduce construction costs, and a second round of bidding was completed with a significantly reduced scope of work. Despite these efforts, the bids remained substantially above the available grant funding, and the City declined the grant award in August 2025.

In January 2026, HGE prepared and submitted a new Business Oregon Seismic Rehabilitation Grant application on behalf of the City using updated construction costs and a revised project budget. The City was subsequently awarded a new grant in the amount of \$2,165,772.

Staff recommends continuing to utilize HGE for project management and construction administration. HGE has already completed substantial project-specific work, including geotechnical testing, structural engineering, architectural design, and permitting coordination. Procuring a new consultant through a Request for Proposals (RFP) or Request for Qualifications (RFQ) process would require much of this work to be repeated, resulting in additional costs, project delays, and duplication of effort. Staff has determined that direct appointment remains appropriate under the City's procurement requirements.

The proposed professional services agreement with HGE is \$98,179. Including a 10% contingency for potential additional services, the total authorization requested is \$107,997.

BUDGET IMPLICATIONS:

The project management costs are included in and funded by the grant award.

ATTACHMENT(S):

- HGE OA AGREEMENT DRAFT w EXHIBIT 2026.pdf