

Public Works / Finance Committee



Regular Meeting
~Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, December 9, 2019

3:00 PM

Council Chambers
206 E. Third St.

REGULAR AGENDA

1. Approval of the November 12, 2019 Public Works / Finance Committee Minutes (ACTION ITEM) - Caylee Birge

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes, amend minutes, or provide staff further direction.

2. Disbursement Report November 2019 (ACTION ITEM) - Sarah Banks

Staff will present the Accounts Payable Report for the month ending November 2019.

ACTION: Sign the Disbursements Report for the month of November, 2019.

3. Consideration of Janitorial Services Bid Results (ACTION ITEM) - David Schott

The City published an invitation to bid on November 2, 2019 and November 9, 2019 for custodial services for certain City buildings. In addition to the published invitation to bid, eight (8) custodial services were sent the invitation to bid. Bid opening for custodial services took place on November 20, 2019, at which time three (3) bids were received. ABM Industry Groups, LLC was the low bidder for Module #1, Module #4, Module #5, and Module #6 in the amount of \$196,704.24 for the two (2) year, eight (8) month Agreement from February 1, 2020 through September 30, 2022. EVCAR, Inc. dba Service Master Building Maintenance was the low bidder for Module #2 and Module #3 in the amount of \$193,668.16 for the two (2) year, eight (8) month Agreement from February 1, 2020 through September 30, 2022.

PROPOSED ACTIONS: Accept the low bid from ABM Industry Groups, LLC in the amount of \$196,704.24 for Module #1, Module #4, Module #5, and Module #6 and accept the low bid from EVCAR, Inc. dba Service Master Building Maintenance in the amount of \$193,668.16 for Module #2 and Module #3, or provide staff further direction.

4. Professional Services Agreement for Design on 6th St and 3rd St Phase I & II Federal-Aid Project - (ACTION ITEM) Scott Bontrager / Nate Suhr

The Local Highway Safety Improvement Program (LHSIP) administered by the Local Highway Technical Assistance Council (LHTAC) for the Idaho Transportation Department (ITD) has provided federal funding to reduce Fatal and Serious Injury crashes on local roadway systems. LHSIP funds can be used for a variety of safety related projects that reduce the amount of crashes in a single area or system-wide projects that are based on improving safety in the proposed project area. The Third Street Safety Improvement projects include the installation of

LED luminaires to increase night-time visibility, replacement of sidewalk, curb, and gutter while eliminating unused existing driveways. This project is located on Third Street (Hwy. 8) from Lieuallen Street to Jackson Street. In 2016 the City was awarded funding through the LHSIP for the Sixth Street Pedestrian Safety Improvement project with total project costs of \$166,000. The project was previously designed and advertised, with bids opened by ITD in April, 2019. The two responsive bids received were more than 75% over budget, so LHTAC and the City agreed to combine the Sixth Street project with the Third Street Safety Improvement projects to decrease costs by streamlining construction and project delivery activities in one larger project. In 2017 and 2018 the City was also awarded federal funds for the Third Street Safety Improvement Projects Phase I & II. The total cost of the Third Street Safety projects is estimated at \$727,000 with a maximum federal participation of \$673,638. The local match requirement is 7.34% (\$53,362) of which \$4,000 was previously paid with the State/Local Agreement for Design and Construction that was executed in July, 2019. A request for qualifications was issued by the Local Highway Technical Assistance Council for design services on September 9, 2019, and three qualified engineering firms responded. Precision Engineering, LLC of Eagle, Idaho has been selected to perform the design work on these projects. The LHTAC and City staff have negotiated an agreement with Precision Engineering for this work in the amount of \$88,082.00. The amount equates to 15% of the estimated construction amount for the combined projects, which both the LHTAC and City Staff deem reasonable for design services on a federal-aid project. Design is expected to be completed by October of 2020, and the project should be advertised for construction immediately following LHTAC's and ITD's approval. Construction is expected to occur during the summer of 2021. The design services agreement has been reviewed and approved by the City Attorney.

PROPOSED ACTIONS: Recommend approval of the agreement, or provide staff further direction.

REPORTS

Plastic Film Recycling Report - Tim Davis

ADJOURN

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.