

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

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Monday, April 12, 2021

3:00 PM

**Council Chambers
206 E. Third St.**

The meeting was called to order at 3:00 p.m.

PRESENT: Maureen Laflin (Virtual), Anne Zabala (Virtual), Art Bettge

OTHERS: Mayor Bill Lambert, Council Member Gina Taruscio, Council Member Sandra Kelly

STAFF: Gary Riedner, Sarah Banks (Virtual), David Schott, Bob Buvel, Chief James Fry, Captain Roger Lanier, Tyler Palmer (Virtual), Bill Belknap (Virtual), Mia Bautista (Virtual), Laurie Hopkins (Virtual), Taylor Riedner

REGULAR AGENDA

1. Approval of Public Works/Finance Committee March 22,2021 Minutes (ACTION ITEM) - Taylor Riedner

The minutes were approved as presented.

2. Disbursement Report March 2021 (ACTION ITEM) - Sarah Banks

Presentation of the Accounts Payable Report for the month ending March, 2021.

ACTION: Approve and sign the Disbursement Report for the month of March 2021.

Banks introduced the report by highlighting the major expenses for the previous month including a police facility construction payment, Well #10 Phase 2 payment, and a biannual insurance payment to ICRMP. The Committee approved the report and recommended it be placed on the Council consent agenda.

3. Second Quarter Financial Report January 1 ,2021 to March 31, 2021 for FY2021 (ACTION ITEM) - Sarah Banks

Staff will present the financial report for the second quarter of Fiscal Year 2021 (January 1, 2021 to March 31,2021).

ACTION: Approve the FY2021 Second Quarter Report.

Banks reviewed the Quarterly Financial Report from the packet. At this time staff would expect about 50% of the budget spent. Unused Capital Outlay funds will go towards purchasing the mask fitting machine for the fire department, which was included in the COVID reimbursement. This expense will be coming forward in the future and will be brought forward during the open budget process. Items listed at 100% are transfers that are completed at the beginning of the fiscal year. The Committee approved the report and recommended it be placed on the Council consent agenda.

4. Hamilton-Lowe Aquatic Center Play Structure Replacement Equipment (ACTION ITEM) - David Schott

City staff is requesting authorization to purchase a replacement play structure for the Hamilton-Lowe Aquatic Center (HLAC) from Vortex USA in an amount not to exceed \$134,000. The City issued a Request for Proposals (RFP) to provide the design, sale, construction, and installation of the play structure. The legal advertisement was published in the Daily News on October 31, 2020 and November 7, 2020. The RFP was also sent directly to ten (10) aquatic play structure suppliers and posted on the City website. Each aquatic play structure supplier was giving the option to submit two separate proposals. The City received six (6) proposals from three (3) play structure suppliers. Four (4) of the proposals were deemed non-responsive by City staff. Given only two responsive proposals

were received by the City, both from Vortex USA, staff opted to bring the two very similar proposals to the Parks and Recreation Commission on January 28, 2021 for their recommendation to City Council.

PROPOSED ACTIONS: Recommend approval of purchase of Hamilton-Lowe Aquatic Center replacement play structure from Vortex USA in an amount not to exceed \$134,000, or provide staff further direction.

Schott introduced the item as written above and stated the current play structure was installed as part of the original pool construction in 2000. Construction would begin at the end of the 2021 pool season and be completed in the spring of 2022. The structure would require new footers and remain roughly the same footprint as the original and water will be recycled from the pool rather than pulling from the main water supply. The capital improvement plan for the large slides includes detailed maintenance schedules that should keep the slides in good shape through 2030. The Committee recommended approval and that it be placed on the Council consent agenda.

5. Hamilton-Lowe Aquatic Center Play Structure Replacement Installation (ACTION ITEM) - David Schott

City staff is requesting authorization to retain WMS Aquatics for the installation of the new Hamilton-Lowe Aquatic Center (HLAC) play structure in the amount of \$54,567.22, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount. The City issued a Request for Proposals (RFP) to provide the design, sale, construction, and installation of the play structure. The legal advertisement was published in the Daily News on October 31, 2020 and November 7, 2020. The RFP was also sent directly to ten (10) aquatic play structure suppliers and posted on the City website. Pursuant to the invitation of the City, extended through the RFP, WMS Aquatics submitted a proposal based upon the RFP and a March 4, 2021 site visit for the installation of the play structure supplied by Vortex USA.

PROPOSED ACTIONS: Recommend acceptance of the proposal from WMS Aquatics, award the contract in the amount of \$54,567.22, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount, or provide staff further direction.

Schott introduced the item as written above and explained that this project was anticipated in this year's budget. The installation will be at the end of the 2021 pool season and finish in the spring of 2022. ADA compliance with pool structures has been met with this project. Needing no further discussion, the Committee recommended approval and that it be placed on the Council consent agenda.

6. South Lift Station Force Main Bid Results and Contract Award (ACTION ITEM) - Bob Buvel

The South Lift Station Force Main Project will install approximately 2500 linear feet of 16" sanitary force main from the South Lift Station at South Main and Nelson Avenue to a gravity sanitary line in the intersection of South Main and Styner Avenue. The new force main will replace the existing 10" force main running under South Main. Portions of the force main have already been installed through developer participation with The Indian Hills Ninth Addition Phase 2 Project and the construction of the new Moscow Police Station. This project will fill in the gaps from Nelson Avenue to Styner. The City published an advertisement for bids on March 6th and 13th, 2021 and the budget for construction in the Capital Improvement Plan is \$600,000.00. Bids were opened on Tuesday, March 30, 2021. Five responsive bids were received with bids ranging from \$633,609.31 to \$850,759.00. The low bid was submitted by J7 Contracting. A complete Bid Tabulation is included in the committee packet.

PROPOSED ACTIONS: Recommend acceptance of the low bid from J7 Contracting, Inc., award the contract for the bid amount of \$633,609.31, and authorize staff approval of construction change orders in an amount not to exceed 10% of the contract amount, or provide staff further direction.

Buvel introduced the item as written above. Money in the sewer budget will be able to assist with the overage on the awarded bid. The contract period will be 60 calendar days, and the contract dates will be

from May 17, 2021 to August 13, 2021. This installation will ease access to any future maintenance and reduce road closure issues. The Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting adjourned at 3:37 p.m.

