Public Works/Finance Committee

Regular Meeting
~Minutes~

Laurie M. Hopkins
City Clerk

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208.883.7015

Monday **October 22, 2018**	**4:15 PM**	**Council Chambers** **206 E. Third St.**

The meeting was called to order at 4:15 PM

PRESENT: Kathryn Bonzo Chair, Jim Boland Councilmember, Brandy Sullivan Councilmember

OTHERS: Council Member Gina Taruscio

STAFF: Gary J. Riedner, Kevin Lilly, Mia Vowels, Alisa Anderson, Nate Suhr, Bob Buvel, Todd Swanstrom, Rodney Cook, Dwight Curtis, David Schott, Bill Belknap, Les MacDonald, Will Krasselt, Jesse Flowers, Laurie M. Hopkins

1. Approval of Public Works/Finance Committee October 8, 2018 Minutes – Laurie M. Hopkins

RESULT:	**ACCEPTED [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Brandy Sullivan

2. WRRF Slide Gates Replacement Project - 2018 (ACTION ITEM) - Nate Suhr

The City published an advertisement for bids on October 9, 2018 for the Water Reclamation and Reuse Facility (WRRF) Slide Gates Replacement Project. The base bid for the project includes the removal and replacement of six existing (48" x 50") slide gates within "Box G" at the WRRF. The six new (48" x 50") slide gates had been previously purchased by the City and the manufacturer's plans and specifications for the new gates were provided as part of the bid proposal package. The Engineer's estimate for the project was $34,690.50.

Bid opening for the project took place on October 16, 2018, at which two bids were received. Of the responsive bids received, numbers ranged from $27,650.48 to $48,590.50. Clearwater Construction & Management was the low bidder on the project and a bid tabulation is attached.

PROPOSED ACTIONS: Recommend acceptance of the low bid from Clearwater Construction & Management, award the contract in the amount of $27,650.48, and authorize staff approval for construction change orders in an amount not to exceed 10% of the contract amount; or provide staff further direction.

Suhr introduced the item as written above. He presented an aerial of the WRRF and a schematic of the gates. Having no questions, the Committee recommended approval and that it be placed on the Council consent agenda.

RESULT:	**RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Brandy Sullivan

3. Assistance to Firefighters Grant Request (ACTION ITEM) - Alisa Anderson

The Assistance to Firefighters Grant (AFG) program goal is to enhance the safety of the public and firefighters with respect to fire and fire-related hazards and provides direct financial assistance to eligible fire departments. The purpose of the funding is to provide critically needed resources to equip and train emergency personnel to recognize standards, enhance operational efficiencies, foster interoperability, and support community resilience.

The Moscow Fire Department is requesting to submit a funding request to the AFG program to purchase new communications equipment to replace obsolete, unusable, and/or unrepairable equipment to meet current standards which require radio systems to be P25 compliant. The P25 standard refers to the manufacturing of interoperable digital two-way wireless communications products. Project 25 Compliance (P25) is a suite of standards which enable interoperability among digital two-way land mobile radio communications products created by and for public safety professionals. P25 radios are a direct replacement for analog FM radios but add the ability to transfer data as well as voice, allowing for more natural implementation of encryption or messaging.

The Moscow Fire Department is proposing to request mobile repeaters, mobile radios, portable radios, and pagers for use by staff and volunteer firefighters. The total cost is estimated not to exceed $258,000. The AFG program requires a 10% match of the awarded amount. Attached to this report is the Notice of Funding Availability (NOFA) outlining the program requirements and guidelines. The grant application is due on October 26, 2018.

PROPOSED ACTIONS: Recommend approval to submit a funding request to the Assistance to Firefighters Grant program for communications equipment not to exceed $258,000 or provide staff further direction.

Anderson introduced the item as written above. In past awards, the City has not received the full request. The requested amount is the full wish list but staff anticipates only half. Award announcements begin in March and depends on how many applicants. As the awards are given in rounds, it could be March with the latest announcement in September. Riedner explained this was not funded in the budget as staff didn't anticipate applying for it. The budget does have the capacity if awarded. Flowers explained the P25 requirement and said the life cycle for the equipment is approximately 8-10 years.

RESULT:	**RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Brandy Sullivan

4. **Castleford Street Encroachment Request - Abbott (ACTION ITEM) - Bob Buvel**
Dwayne and Monica Abbott, the owners of the lot at 2830 Hampton Court, have applied for a right of way encroachment to construct a retaining wall in the Castleford Street right-of-way along the north side of their property. Their house at 2830 Hampton Court was built in the first constructed phase of the Southgate 3rd Subdivision. Road construction in the second phase of the subdivision undermined the slope supporting the house, creating an unstable situation. Their proposed solution to the problem is a joint effort between the Abbotts and the developer to build a wall that will retain an engineered sloped embankment below the house foundation. If the wall is built with the encroachment into the right of way (near the back of the sidewalk) it will save the developer and the property owner $10,500 to $13,000 versus building the wall on the Abbott's private property. The franchise utility companies have all written letters stating they have no intention of exercising use of the public utility easement along the subject frontage.

PROPOSED ACTIONS: Recommend approval of the encroachment request and attached encroachment agreement; recommend denial of the encroachment request; or provide staff further direction.

Buvel introduced the item as written above. MacDonald said encroachment agreements are typically processed administratively. This encroachment is more robust and has a longer term impact to the right-of-way. The wall is unusually significant as it will support the building foundation of the house. The development agreement includes language that is unique and specific to this project. The City has no responsibility for the wall and should the City need to extend the road, any cost for relocation of the wall is at the owner expense. There are no current plans to expand the right-of-way. The Committee recommended approval and that it be placed on the Council consent agenda.

RESULT:	**RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Brandy Sullivan

5. South Main Pedestrian Underpass Project (ACTION ITEM) - Bill Belknap

During the recent floodplain study near the intersection of South Main and the Troy Highway, the City Council expressed interest in exploring the construction of a pedestrian underpass of South Main/U.S. 95 using the existing bridge structure in a similar fashion to the underpass that is currently under construction underneath State Highway 8 at the Styner/White intersection. On June 4, 2018, the City Council agreed to jointly fund an assessment of a potential south main underpass with the Moscow Urban Renewal Agency. The underpass assessment has been completed and it has concluded that the underpass is feasible and would not increase flood elevations within the area. Staff is seeking direction from the Council regarding if the Council would like to pursue a grant application for the project.

PROPOSED ACTIONS: Receive report and provide recommendation to the City Council; or provide staff further direction.

Belknap gave a background of the floodplain study in the South Couplet area. The next steps are pursuing a grant. As the grant is typically programmed 3-4 years out, staff is estimating $815,000. The Moscow Urban Renewal Agency has agreed in concept to contribute $150,000 in funding toward the project, which after the maximum TAP award of $500,000 would leave $165,000 of required City funding remaining. The schedule allows 3 fiscal years to accumulate the match. Bonzo asked if the University of Idaho has been approached to help fund the project as the location will transport numerous students. Belknap said the UI has not historically participated in this type of project. However, construction will be on their property so an easement and other support services are probable. Gritman has also agreed in principal for a property donation and landscaping. Riedner explained UI participates in joint projects but not for pathways or other off-campus projects. Riedner can broach the subject with UI Administration. The Committee is excited for the project and possible grant. The Committee recommended approval to pursue the grant application and that it be placed on the Council consent agenda.

RESULT:	**RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Brandy Sullivan

6. Fire Station #2 Re-Roof Project Professional Services Agreement (ACTION ITEM) - David Schott

Staff is requesting authorization to retain Associated Architects for full service architectural services for the Fire Station #2 re-roof project at a cost of $7,660. Full architectural services include: construction documents, cost estimation, bidding and negotiation, and construction administration.

Over the past years, facilities staff have patched numerous leaks in the 3,442 square foot roof. Staff proposes an R Mer Lite roofing system by the Garland Company. The R Mer Lite roofing system is a robust metal roof with a 30 year warranty and similar roofs have been installed on the 1912 Center, Intermodal Transit Center, many of the University of Idaho buildings, and many of the Moscow School District buildings.

The FY19 budget for the project is $69,900 and includes architectural services and construction. The budgetary line item for the architectural expense will be General Fund Capital Projects, 350-310-20-770-72.

If approved, staff anticipates construction documents and cost estimates to be completed by the end of January 2019 and issue of a Solicitation for Bids in February.

On October 22, 2018, the Public Works / Finance Committee reviewed and recommended approval.

PROPOSED ACTIONS: Approval of Associated Architects to provide full service architectural services for Fire Station #2 Re-Roof Project at a cost of $7,660; and issuance of Solicitation for Bids.

Schott introduced the item as written above explaining the estimates were based on the 1912 Center bid opening. Currently there is some volatility in the market with the tariffs. Staff is estimating the bids will be higher than the budgeted amounts. Riedner said he spoke with Schott about the volatility and he suggested bringing it forward for Council consideration and see what bids are returned. If the bids come in high, Council can determine how to proceed.

RESULT:	**RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]**
AYES:	Kathryn Bonzo, Jim Boland, Brandy Sullivan

Reports

A Street Reconstruction - Stage 2 Status Report - Les MacDonald
MacDonald gave an overview of the project showing a vicinity map, aerial, and the most recent construction drawing. This phase will include not only east/west of A Street, but also some north/south of Line Street. The intersection is proposed to include a cul-de-sac on Circle Drive and a free right turn going north on Line into two eastbound lanes. Because Circle Drive would no longer be part of the intersection, A Street would be free flowing. Northbound on Line Street would have a stop sign for west turning traffic. There will be a lot of concreate work for stairs and retaining walls.

Staff from LHTAC suggested a funding strategy for the project which would move funding from the Mountain View Rd grant to the A Street project. This deferred the Mountain View Rd construction and allowed the A Street project to use funding from two fiscal years, FY2019 and FY2020. Total project cost is estimated at $4,325,574 with local match of $265,147 and non-eligible costs at $713,213. The FY2020 funding is not available until October 2019. ITD would like to bid the project this year. In order to have sufficient funds, they are asking for prepayment of the local match and non-eligible costs.

The state-local agreement was reviewed by City Legal Department and suggested changes to be sure reimbursement of prepayment was clear. Staff hopes to have it approved by ITD by the end of week or next week to take to Council at the November 5 meeting. The advertisement for bid is scheduled for November. The project cannot be done one half at a time thus prefunding was the best option. Funding is proposed to follow the same concept as the airport funding with authorization by Council resolution.

Boland said the Human Rights Commission has been discussing wheelchair accessibility along A Street MacDonald said this project will be ADA compliant and the sidewalk project could be used for the other locations needing updating. The cul-de-sac will be heated to assist with ice and snow. On-street parking is being incorporated as much as possible.

Adjourn
The meeting was closed at 5:16 PM

Minutes Approved On
November 13, 2018
(Clerk Signature)