

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

**Monday
December 12, 2022**

4:00 PM

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

The meeting was called to order at 4:00 p.m.

PRESENT: Maureen Laflin, Gina Taruscio, Hailey Lewis

OTHERS: Mayor Art Bettge, Councilmember Sandra Kelly

STAFF: Bill Belknap, Tyler Palmer, Renee Tack, David Schott, Alisa Anderson, Taylor Riedner (Virtual)

REGULAR AGENDA

1. Approval of Public Works/Finance Committee November 28, 2022 Minutes (ACTION ITEM) - Taylor Riedner

The minutes were approved as presented.

2. Disbursement Report November 2022 (ACTION ITEM) - Sarah Banks

Presentation of the Accounts Payable Report for the month ending November 2022.

ACTION: Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of November 2022.

Tack introduced the item by highlighting major expenditures including a workers comp payment, 6th St Bridge improvements, refunded security deposits for the Rolling Hills 9th Edition, Mountain View roundabout, South Lift Station Force Main, new vehicle purchase, and meter boxes for Woodbury edition.

Belknap shared some project updates and that inspection services may increase should the construction take longer to complete with project delays.

The Committee recommended approval and that it be placed on the Council consent agenda.

3. Consideration of Custodial Bids for Certain City Buildings (ACTION ITEM) - David Schott

The City published an invitation to bid for custodial services for certain City buildings on October 29, 2022, and November 5, 2022. Bid opening occurred on November 16, 2022, for Module #1 (Police Station), Module #3 (Hamilton Indoor Recreation Center and Eggan Youth Center), and Module #5 (Water Reclamation and Reuse Facility, Magyar Building, and Water Operations Building) for custodial services beginning January 1, 2023, and continuing through September 30, 2025. The City received one bid for Module #1 and Module #3 from GG Gutter, Inc. dba, Creative Cleaning Connections, and one bid for Module #5 from Viva Cleaning Company. Staff will present the results and recommendations for the Council's consideration.

PROPOSED ACTIONS: 1. Recommend rejection of the bids for Module #1 (Police Station) and Module #3 (Hamilton Indoor Recreation Center and Eggan Youth Center) from GG Gutter, Inc. dba, Creative Cleaning Connections; or provide staff further direction. 2. Recommend acceptance of Module #5 (Water Reclamation and Reuse Facility, Magyar Building, and Water Operations Building) for custodial services beginning January 1, 2023 and continuing through September 30, 2025 from Viva Cleaning Company in the amount of \$125,119.08; or take other action deemed appropriate.

Schott introduced the item as written above and reviewed the custodial service and agreement history and compared recently received bids. The bid for each Module increased significantly. Facility staff have been

performing temporary cleaning solutions for the HIRC and Eggan while Moscow Cleaners has been working with the police facility in 2-week cycles.

Belknap and Schott shared potential future alternatives to hire in-house services for cleaning the Police Station, HIRC, and Eggan, and the cost difference it would be for the City. Due to the unique nature and background check requirements for cleaning the Police Facility, it has been requested for a while that they have their own in-house cleaning provider. The suggestion is to have one full time lead employee and two part-time employees.

The Committee recommended approval and that it be placed on the Council consent agenda.

4. Idaho Airport Aid Program - Grant Agreement (ACTION ITEM) - Alisa Anderson

The Pullman-Moscow Regional Airport has applied for a grant from the Idaho Transportation Department - Division of Aeronautics from the Idaho Airport Aid Program for the construction of a new terminal building. The grant request has been awarded for \$7,500 with a required project completion date of June 30, 2027. The attached Resolution authorizes the acceptance of the award in accordance with all Federal, State, and Local regulations and the execution of the Grant Agreement by the Mayor.

PROPOSED ACTIONS: Recommend approval to authorize acceptance of the Idaho Airport Aid grant award of \$7,500 from the Idaho Transportation Department - Division of Aeronautics and approve the corresponding Resolution, or provide staff further direction.

Anderson introduced the item as written above and provided background of the state funding program. The City would receive a check from ITD and in return the City would disperse funds to the City of Pullman. This program provides annual allocations as long as there is an ongoing improvement project.

The Committee recommended approval and that it be placed on the Council consent agenda.

REPORTS

No report needed.

ADJOURN

The meeting adjourned at 4:24pm.



Minutes Approved On
January 9, 2023
Taylor Piedner
(Clerk Signature)