

COUNCIL MEMBERS:

SHAWN BARIGAR	DON HALL	SUZANNE HAWKINS	GREGORY LANTING	JIM MUNN, JR.	REBECCA MILLS SOJKA	CHRIS TALKINGTON
<i>Vice Mayor</i>			<i>Mayor</i>			



AGENDA
 Meeting of the Twin Falls City Council
December 10, 2012
 City Council Chambers
 305 3rd Avenue East - Twin Falls, Idaho

5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG
 CONFIRMATION OF QUORUM
 INTRODUCTION OF STAFF
 CONSIDERATION OF THE AMENDMENTS TO THE AGENDA:
 PROCLAMATIONS: None

AGENDA ITEMS	Purpose	By:
I. <u>CONSENT CALENDAR:</u> 1. Consideration of a request to approve the accounts payable for December 4 - 10, 2012. 2. Consideration of a request to approve the November 26, 2012, City Council Minutes.	<u>Action</u>	<u>Staff Report</u> Sharon Bryan L. Sanchez
II. <u>ITEMS FOR CONSIDERATION:</u> 1. Showcasing of the Twin Falls Public Library Bookmobile. 2. Consideration of a request to award the Waste Water Treatment Plant Primary Clarifier Conversion Project to Performance Systems Inc. of Fruitland, ID. 3. Consideration of a request to adopt the City of Twin Falls Personnel Resolution. 4. Public input and/or items from the City Manager and City Council	Presentation Action Action	Susan Ash Troy Vitek Susan Harris
III. <u>ADVISORY BOARD REPORTS/ANNOUNCEMENTS:</u>		
IV. <u>PUBLIC HEARINGS:</u> 6:00 - None		
V. <u>ADJOURNMENT:</u>		

**Any person(s) needing special accommodations to participate in the above noticed meeting should contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting.*

Twin Falls City Council-Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor shall review the public hearing procedures.
 2. Individuals wishing to testify or speak before the City Council shall wait to be recognized by the Mayor, approach the microphone/podium, state their name and address, then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the City Clerk. The City Clerk shall make an audio recording of the Public Hearing.
 3. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - A complete explanation and description of the request.
 - Why the request is being made.
 - Location of the Property.
 - Impacts on the surrounding properties and efforts to mitigate those impacts.Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor.
 4. A City Staff Report shall summarize the application and history of the request.
 - The City Council may ask questions of staff or the applicant pertaining to the request.
 5. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor may limit public testimony to no less than two minutes per person.
 - Five or more individuals, having received personal public notice of the application under consideration, may select by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the mayor. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, shall be either read into the record or displayed to the public on the overhead projector.
 - Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
 6. Following the Public Testimony and Applicant's response, the hearing shall continue. The City Council, as recognized by the Mayor, shall be allowed to question the Applicant, Staff or anyone who has testified. The Mayor may again establish time limits.
 7. The Mayor shall close the Public Hearing. The City Council shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor.

COUNCIL MEMBERS:

SHAWN BARIGAR	DON HALL	SUZANNE HAWKINS	GREGORY LANTING	JIM MUNN, JR.	REBECCA MILLS SOJKA	CHRIS TALKINGTON
<i>Vice Mayor</i>			<i>Mayor</i>			



MINUTES
 Meeting of the Twin Falls City Council
Monday, November 26, 2012
 City Council Chambers
 305 3rd Avenue East - Twin Falls, Idaho

5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG
 CONFIRMATION OF QUORUM
 INTRODUCTION OF STAFF
 CONSIDERATION OF THE AMENDMENTS TO THE AGENDA:
 PROCLAMATIONS: None

AGENDA ITEMS	Purpose	By:
I. <u>CONSENT CALENDAR:</u> 1. Consideration of a request to approve the accounts payable for November 20 – 26, 2012, total: \$2,000,877.50 Payroll, total: \$114,433.03 2. Consideration of a request to approve the November 5, November 13, 2012, November 19, 2012, City Council Minutes.	<u>Action</u>	Staff Report Sharon Bryan Leila Sanchez
II. <u>ITEMS FOR CONSIDERATION:</u> 1. Discussion of upcoming legislative sessions with local legislative delegation. 2. Presentation on upgrades to City of Twin Falls online communications and options for providing citizens with live and recorded video streaming of city meetings and events, as well as educational and tutorial videos. 3. Public input and/or items from the City Manager and City Council.	Discussion Presentation	Travis Rothweiler Josh Palmer
III. <u>ADVISORY BOARD REPORTS/ANNOUNCEMENTS:</u>		
IV. <u>PUBLIC HEARINGS:</u> 6:00 - NONE		
V. <u>ADJOURNMENT:</u> Executive Session 67-2345 (1) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.		

****Any person(s) needing special accommodations to participate in the above noticed meeting should contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting.***

Present: Shawn Barigar, Don Hall, Suzanne Hawkins, Greg Lanting, Rebecca Mills Sojka, Chris Talkington

Absent: Jim Munn

Staff Present: City Manager Travis Rothweiler, City Attorney Fritz Wonderlich, PIO Josh Palmer, Deputy City Clerk Sharon Bryan, Deputy City Clerk/Recording Secretary Leila Sanchez

Mayor Lanting called the meeting to order at 5:00 P.M. He then invited all present, who wished to, to recite the pledge of Allegiance to the Flag with him. Mayor Lanting introduced staff. A quorum is present.

CONSIDERATION OF THE AMENDMENTS TO THE AGENDA:

City Manager Rothweiler requested that the following be added to the Consent Calendar:
Consideration of a request to approve a transfer of ownership Alcohol License for Apple Idaho, LLC dba Applebee's Neighborhood Grill and Bar.

MOTION:

Councilperson Hall made a motion to add the amendment as presented to the agenda. The motion was seconded by Councilperson Mills Sojka and roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

PROCLAMATIONS: None

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the accounts payable for November 20 – 26, 2012, total: \$2,000,877.50
Payroll, total: \$114,433.03
2. Consideration of a request to approve the November 5, November 13, 2012, November 19, 2012, City Council Minutes.

MOTION:

Councilperson Talkington made a motion to approve the Consent Calendar as amended. The motion was seconded by Councilperson Mills Sojka and roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

II. ITEMS FOR CONSIDERATION:

1. Discussion of upcoming legislative sessions with local legislative delegation.

City Manager Rothweiler explained that Senator Elect Patrick and Representative Bell were also invited to attend tonight's meeting, but were unable to attend because of previous commitments.

Representative Elect Lance Clow stated that he has been attending the Chamber's Public Policy Committee meetings, and discussion has been made on personal property tax, URA, and the local option tax. He stated that he supports the idea of local government and local decision making as close to the people as possible. Currently he has not received his committee assignments, but made his recommendation to be placed on the Revenue and Tax Committee or Education and Local Government committees.

Senator Lee Heider stated that he plans to serve on the JFAC Committee, with Senator Cameron and Representative Bell, and possibly with Senator Elect Patrick and Representative Woods. Facing the state are financial issues and how the budget is set. He stated he may serve on the Welfare Committee and the Resources Committee.

Council discuss followed:

Councilperson Barigar stated that discussion has been made on the personal property tax issue and the potential appeal or phase out. He asked Senator Heider if he has spoken with Senator Hill, or have some perspective as to where the issue is heading.

Senator Heider stated that the personal property tax issue has not been discussed at length by the body. Upcoming discussions will be made on personal property taxes and local option taxes at the legislative session.

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Councilperson Talkington asked for Senator Heider's input on the homeowner's exemption. This year the homeowner's exemption has decreased by \$20,000, and through next year will decrease to approximately \$24,000, per eligible home. When the homeowner's exemption decreases the tax bases increases. He asked if he is in support of the continued hedging to the federal housing price index that determines the tax and will the legislature per prone to start providing some tax relief to homeowners.

Senator Heider stated that no bills relative to the homeowner's exemption have come forth in the last two years. He stated that he believes the homeowner's exemption is very important to not only first time buyers but to those who have a primary residence, and he may be favorable in raising the exemption and keeping it in place. He invited Councilperson Talkington to discuss legislating a bill and presenting it before Local Government Committee and Tax Committee at the legislative session for discussion.

Representative Elect Clark Kaufman stated that he represents District 25, which includes all of Jerome County and parts of rural Twin Falls. He stated that there are four highway districts in Twin Falls County and he has been asked if the four districts should be consolidated. He stated that it would be the patrons' decision to consolidate. There is law in the books for the people to vote on the issue. The issue has never come forth because the people favor local government. He stated his interests are to serve on the Agriculture Committee and Transportation Committee, but the committees meet at the same time, so his first choice was Transportation Committee because he believes there will be issues coming forward that need to be addressed such as funding mechanisms, funding for local highways and road districts. He stated that local government is also important to him.

Mayor Lanting explained Representative Elect Clark Kaufman's local efforts in the Filer High School project.

Representative Stephen Hartgen showed on overhead projection monthly financial reports from the legislature. He explained the current status of the current budget year, which reflects the continuation of a soft retail economy, softness in both corporate, individual and sales. Liquor sales have been continuing to rise through the recession. Coming into the legislative session, the outlook is another flat to slightly up year, no big revenue increases are anticipated, and as a result there are likely to be no new initiatives on the program side. The budget is 25% below the budget of 2009, and there has been a loss of almost 30% of state revenue in almost an 18 month period. The annual budget was about \$3 billion dollars a year, dropped to \$2.2 billion, and now has tracked up to \$2.6 billion, but it is still \$350 million below the start of the recession, which is an indication of a loss of State revenue. The numbers are published by the Division of Financial Management. He anticipates serving on the Revenue and Tax Committee as well as the Economic Projection Committee. It is likely there may some kind of appeal of personal property tax. He stated that he does not believe new initiatives for revenue collection are on the table this year, whether this is the removal of sales tax exemption or local option, or changes of rates. The tendency is to look for ways to make Idaho more attractive by reducing tax rates to outsiders. He stated that leaves local entities to government to look at bonding as an appropriate way to look at infrastructure needs. He stated that this is his third term and had served as the Chairman of Human Resources. He hopes to serve on the Leadership Committee as House Caucus Chair. He is currently on the Money and Fund and Employee Compensation Fund Committees, and the Long Range Committee for State finances.

Councilperson Barigar asked Representative Hartgen if it may be a worthwhile conversation to have on the local option sales tax authority which exists for a dozen communities.

Representative Hartgen stated that the conversation on local option sales tax authority is worthwhile but if it will occur this particular year it is too early to say. A one cent increase at the local level on \$ 0.6 is a 17% increase on everything that is bought. A two cent increase is a one-third increase from \$ 0.6 to \$0.7, and to have the legislature give local entities of government essentially the ability to tax citizens, who are the citizens of the state and the citizens of their community the ability to raise taxes, he believes is a high hurdle at this particular point.

Councilperson Talkington asked Representative Hartgen's opinion on the homeowner's exemption.

Representative Hartgen stated the index at the time was changed from a consumer index to a housing index as a way of preserving the real estate values with the indication of housing values would continue to rise. That is how the 2006 tax bill of M and O and the 6% was established. It was not anticipated that in three years housing would decline 30% to 40%. He stated that it would take some discussion in both the House and the Senate to initiate discussion.

Senator Burt Brackett, District 23, stated he will serve on the Finance Committee, which puts him on the JFAC, Resources and Transportation Committee. Issues discussed are the health insurance exchange, Affordable Care Act, extending Medicare, Students Come First. The legislature can always go back and revisit an issue such as the homeowner's exemption.

Councilperson Mills Sojka asked Senator Brackett's thoughts on fracking or natural gas drilling of any legislation that gives any type of local arbitration or protections at the county level.

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Senator Brackett stated that House Bill 464 was passed last year. As far as oil and gas it is being dealt with the same way as other natural resources, which includes water, wildlife and timber, which are under state control and state authority. He stated he is comfortable with the way the law was written. A signed recorded lease with the landowner is required prior to a company drilling and will need to go before the Commission it was formed. Local government can set restrictions and standards. He stated that he would go back and revisit the issue on setbacks.

Councilperson Barigar asked Senator Brackett's perspective on personal property tax repeal.

Senator Brackett stated that the discussion of the personal property tax will be a challenge.

Councilperson Talkington asked the three legislators what might happen with the URA this coming session.

Senator Brackett stated that the URA needs time to work and does not want to make changes with the URA as of yet.

Senator Heider stated that the URA has worked well with Twin Falls because the city has a good Urban Renewal manager and has been used properly. In the other areas of the state, problems arose where cronyism had been going on, where people appointed to the board that were not appropriate or had a private agenda. In Twin Falls there is the Chobani plant, Dell building, and downtown renovation. The URA is working fabulously in downtown and he believes it is here to stay because it is being administered properly. Relative to Councilperson Mills Sojka's questions relative to fracking and acceptance of it as a city, he was not in favor of it when it was presented by the Resource Committee, until he was spoken to by Ken Harwood of Association of Idaho Cities, explaining why this was a good thing for Counties. The Idaho Association of Counties and the Idaho Association of Cities are in favor of oil and gas exploration in Idaho. It does require local permitting, and complying with setbacks and local ordinances. He had an opportunity to view the location of the fuel plant, and toured the Idaho Power Plant that produces energy, which is in close proximity to the oil and gas exploration. The gas found will be pipe ready gas that will be ready to go into the Idaho Power energy plant. The state is in a good position to develop the oil and gas industry in western Idaho, and to use the gas that is produced. From observation and research, it is safe and non-polluting, and is a good industry for Idaho.

Representative Hartgen discussed the URA bill that was passed two years ago. He stated there were between 7 or 8 bills, or as many as 10 bills that were thrown into the Local Government Committee that ranged from eliminating URA to minor tweaks. He stated that he worked with Melinda Anderson quite closely to reorder the way the bills would come to the floor so the appropriate bill with some changes, did not go overboard in repeal or excessive regulation, but did add appropriate sideboards. Once the bill was advanced and passed, the other three bills were held on the calendar and discarded. At this time, the plan is give the bill a chance to work. The legislative leaders toured the proposed Chobani plant, where there was a direct link between URA and job creation. Problems come when URA monies are used for parks, etc., and board members who have interest in the project, or a separate agenda, or public works developed rather than working with their local entities of government, which causes a resentment in the community and frankly the uproar that came to the state. He stated that he does not have any concern with the Twin Falls URA, with the exception of the shoestring district that was used to create the Dell piece, which has been taken care of in the new standard. Shoestring districts are now restricted. He favors the continuation of URA monies to be used for job creation and the renewal of urban blight.

Mayor Lanting and Vice Mayor Hall thanked those in attendance for their presentation.

2. Presentation on upgrades to City of Twin Falls online communications and options for providing citizens with live and recorded video streaming of city meetings and events, as well as educational and tutorial videos.

City Manager Rothweiler stated that Public Information Officer Palmer will be sharing ideas and concepts tools to provide information to the public to allow the organization to do a much better job to communicate with citizens. Communications is a specialized trade and takes an expert, such as PIO Palmer, to understand the media. Communications has been discussed during the Strategic Planning process and through the Citizen Survey.

PIO Palmer gave a PowerPoint presentation on the current and possible upgrades to online communications.

The City of Twin Falls has been updating its website to make it easier to navigate and to increase functionality for citizens and visitors. The new site is expected to launch January 21st. Some applications, which are newly added or have been upgraded, will launch individually as programming is completed.

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As part of the site upgrades, a number of online services available to citizens are increasing, such as emergency notifications, transportation maps and notifications, online applications and expanded online bill pay. These services, as well as several others, were identified by Civic Plus analytics and citizen feedback as being 'unavailable' on our current site.

The site upgrade will also add new platforms such as open source sharing, mapping, community connections, as well as video and podcast capabilities. In addition to site updates, options have been explored to increase accessibility to city meetings through live and recorded video streaming.

Granicus is proposing a two-year contract to provide live and recorded video streaming of city meetings and events. The cost to the City would be \$649 per month, with a one-time cost of \$2,625 for hardware and software. There will be an additional one-time cost of \$2,500 for camera and cable. Possible funding options include:

- o Use \$5,125 of contingency to purchase the streaming hardware and software, plus camera and cable. Absorb the \$7,788 of operating costs into the General Fund.
- o Take the entire \$12,913 out of Contingency in the Capital Improvement Fund, but remember to budget for the operating costs in 2013-2014.

Council discussion followed.

- Streaming for all public meetings.
- Contacting the public of other counties of emergencies.
- Creating a more public friendly website.
- Updating and posting the staff directory.
- Confirming vendor licenses on the web.
- Ability to burn the recorded meetings to a disk.
- Link to the Chamber of Commerce, Southern Idaho Tourism, and City of Twin Falls Urban Renewal Agency
- Web training.

City Manager Rothweiler explained what he envisioned of Channel 17, moving forward.

MOTION:

Councilperson Talkington made the motion to approve the Granicus contract in the amount of \$12,913. The motion was seconded by Vice Mayor Hall.

Council discussing followed:

Mayor Lanting asked that PIO Palmer investigate possibly hooking up Direct Dish Network through Granicus.

Roll call vote showed all members present voted in favor of the motion. Approved 7 to 0.

Boy Scout Devin Hill introduced himself. He is working on the Citizenship merit badge.

3. Public input and/or items from the City Manager and City Council.

City Manager Rothweiler invited Council members to attend an Association of Idaho Cities Meeting in Boise, to discuss legislative issues, on December 7, 2012, and the City Employee Luncheon will be held on December 12, 2012, at 12:00 p.m. at the Ballroom.

Councilperson requested Library Director Susan Ash be invited to attend a Council meeting to showcase the recently purchased Bookmobile.

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

IV. PUBLIC HEARINGS: 6:00 - NONE

V. ADJOURNMENT:

Executive Session 67-2345 (1) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

MINUTES

November 26, 2012

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MOTION:

Councilperson Mills Sojka made a motion to move to Executive Session 67-2345 (1) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. The motion was seconded by Councilperson Hawkins and roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

The meeting adjourned at 6:41 P.M.

Leila A. Sanchez
Deputy City Clerk/Recording Secretary



Date: Monday, December 10, 2012
To: Honorable Mayor and City Council
From: Troy Vitek, Assistant City Engineer

Request:

Consideration of a request to accept the bid from Performance Systems Inc (PSI) of Fruitland, ID. for the Waste Water Treatment Plant Primary Clarifier Conversion Project in the amount of (1,015,177.00).

Time Estimate:

The staff presentation will take approximately 5 minutes.

Background:

In an effort to meet our Development Agreement with Chobani additional capacity was needed at our Waste Water Treatment plant (WWTP). This project allows the City to meet those obligations and upgrade the WWTP. On November 20, 2012 the bids for the Waste Water Primary Clarifier Conversion Project were opened publicly and later reviewed for responsiveness. PSI was the low bidder of the installation package. A previous package was approved by council for the Primary Clarifier Procurement and is currently under contract.

Approval Process:

Council must authorize the mayor to sign the contract with PSI to award the project.

Budget Impact:

The total budget for the projects (Pre-Treatment Facility and Waste Water Treatment Plant upgrades) is \$10.5 million. The low bid is 11.5% of our engineers estimate however further negotiation with the low bidder we have been able to reduce the amount of the award from the 1,059,650.27 to 1,015,177.00 which results in 6.86% of our engineer's estimate.

Regulatory Impact:

Approval of this request will allow the Mayor to sign the contract with Performance Systems Inc.

Conclusion:

Staff recommends that the Council approve the request as presented and authorize the Mayor to sign.

Attachments:

1. Notice of Award to Performance Systems Inc in the amount of ONE MILLION FIFTEEN THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS AND ZERO CENTS (\$1,015,177.00).
2. Bid tab

NOTICE OF AWARDDated 11Dec2012

Project: Clarifier Conversion Construction (Work Package F)	Owner: City of Twin Falls	Engineer's Project Number 429376.F3
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Bidder

Performance Systems, Inc.

Bidder's Address (send Certified Mail, Return Receipt Requested)200 West 1st Street
Fruitland, ID 83619

You are notified that your Bid dated November 20, 2012 for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract based on the following:

1. Eliminate one Submersible Lobe Pump and replace it with a Grundfos Submersible Sewage Pump with the manufactures recommended spare parts: (\$37,473.27)
2. Eliminate the RS Logix Software specified: (\$5,000)
3. Eliminate two of the four lights for the Clarifier Walkway: (\$2,000)
4. Base scope of work (see paragraph 5.1 of Section 00 41 13, Bid Form)

The Contract Price of your Contract is ONE MILLION FIFTEEN THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$1,015,177)

The Contract Documents for your execution are comprised of the following. Please note that a conformed set of Drawings and specifications (inclusive of all Addenda 1 and 2 items) will be delivered by approximately December 12, 2012.

In addition to Addenda 1 and 2, the following amendment changes, additions, and/or deletions are hereby made a part of the Contract Documents for the construction of the Primary Clarifier Conversion – Work Package F dated October 2012 as fully and completely as if the same were fully set forth therein:

Part 2 - Contracting Requirements

1. Section 00 52 13, Agreement:

a. Section 4.2, ADD the following:

4.2.3 All Action Submittals to be delivered and received by the Engineer within 60 days from Notice to Proceed. Required re-submittals provided by Contractor to Engineer shall be within 10 days from Contractor receipt of Engineer's review disposition.

b. Liquidated Damages Table on page 3, REPLACE with the following:

Milestone (M/S) Description	Daily LD (if complete after M/S)	Maximum Liquidated Damages
1. Contractor prepared to receive, inspect, unload, and safely store on site the delivery of Owner-Furnished products by January 4, 2013 (see 4.2.2)	(\$1,500) deductive from Contractor's Contract	No Limit Deductive from Contractor's Contract
2. Contractor submit all Action Submittals within 60 days from NTP as defined in 4.2.3	(\$500.00)	No Limit Deductive from Contractor's Contract
3. Substantial Completion by June 15, 2013	(\$3,000) deductive from Contractor's Contract	No Limit Deductive from Contractor's Contract

You must comply with the following conditions precedent within 7 days after the date you receive this Notice of Award.

- 1 Section 00 52 13, Agreement.
- 2 Section 00 61 13.13, Performance Bond Form.
- 3 Section 00 61 13.16, Payment Bond Form.
- 4 Please make six copies of the proposed Contract Documents that accompany this Notice of Award. Then complete the pages, affixing signatures, dates, notary and/or corporate seals, etc. where necessary and:
 - a. Mail six executed copies to: City of Twin Falls, Attention: Troy Vitek, 321 Second Avenue East, P. O. Box 1907, Twin Falls, ID 83303-1907
 - b. Email one electronic executed copy (PDF) to: scott.normandin@ch2m.com
- 5 Deliver with the executed Contract Documents the Performance Bond and Payment Bond (Bonds) as specified in Section 00 61 13.13, Section 00 61 13.16, General Conditions (Article 5.01 and 5.02) and Supplementary Conditions (paragraph SC-5.02).
- 6 Other conditions precedent:
 - The Certificate of Insurance must be completed and submitted listing additional insured's as noted in SC-5.04.
 - As required by the Agreement, section 4.2.1, PSI shall provide a preliminary schedule of values and a preliminary CPM schedule within 10 calendar days after the date of NTP.

- Text changes to the plans and specifications required by review comments from the Idaho Department of Environmental Quality will be made at no cost to the Contract.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

City of Twin Falls

Owner

By: _____

Authorized Signature

Title

Copy to CH2M HILL

Project Name: Clarifier Conversion Construction (Work Package F)
 Bids Due Date: 20 July 2012
 Summary By: Scott Normandin and T. Casch

Item No.	Quantity	Description	Garber Construction 20Nov2012		Performance Systems, Inc. 20Nov2012		COP Construction, LLC 20Nov2012		RSCI 20Nov2012		McAlvain 20Nov2012		JC Constructors 20Nov2012		Engineering Estimate		Comments
			Unit	Amount	Unit	Amount	Unit	Amount	Unit	Amount	Unit	Amount	Unit	Amount	Unit	Amount	
Base Bid																	
1	1	Installation of Owner-Furnished Primary Clarifier Mechanicam and Clarifier Modifications	L.S.	\$128,000.00	L.S.	\$53,529.88	L.S.	\$125,000.00	L.S.	\$163,000.00	L.S.	\$253,071.00	L.S.	\$130,000.00			
2	1	Site Work and Yard Piping	L.S.	\$586,000.00	L.S.	\$213,973.11	L.S.	\$530,000.00	L.S.	\$473,300.00	L.S.	\$756,518.00	L.S.	\$600,000.00			
3	1	Pump Station Building Modifications	L.S.	\$361,000.00	L.S.	\$557,923.36	L.S.	\$391,000.00	L.S.	\$330,100.00	L.S.	\$234,893.00	L.S.	\$400,000.00			
4	1	Electrical, Instrumentation and Control Work	L.S.	\$223,000.00	L.S.	\$234,523.91	L.S.	\$204,000.00	L.S.	\$238,800.00	L.S.	\$190,160.00	L.S.	\$200,000.00			
				\$1,298,000.00		\$1,059,950.26		\$1,250,000.00		\$1,205,200.00		\$1,434,642.00		\$1,330,000.00		\$950,000.00	
A. Total Base Bid Price (USD) from Bid Form				\$1,298,000.00	Does not compute->	\$1,059,950.27		\$1,250,000.00		\$1,205,200.00		\$1,434,642.00		\$1,330,000.00		\$950,000.00	
B. Bid Alternate 1 (Add Spare Buried Conduits)				\$45,000.00		\$25,163.00		\$14,000.00		\$32,500.00		\$26,756.00		\$26,000.00			
D. Total Evaluated Price (USD)				\$1,343,000.00		\$1,084,813.27		\$1,264,000.00		\$1,237,700.00		\$1,461,398.00		\$1,356,000.00		\$950,000.00	
E. Proposal validity (for ___ days)																	

ENGINEER'S ESTIMATE COMPARISON:		4	1	3	2	6	5
Difference (Base Bid)		\$348,000	\$100,850	\$300,000	\$255,200	\$484,642	\$380,000
% Difference		36.6%	11.5%	31.6%	26.9%	51.0%	40.0%
Difference (Total Price with Alternate 1)		\$393,000	\$134,813	\$314,000	\$287,700	\$511,398	\$406,000
% Difference		41.4%	14.2%	33.1%	30.3%	53.6%	42.7%

Bid Review:		4	1	3	2	6	5
1. Provided Bid Security (10%)		No (5% Bid Bond Submitted)	Yes	Yes	Yes	Yes	Yes
2. AGC Document 220 (qualification statement) submitted?		Yes	Yes (did not answer question 6)	Yes	Yes	Yes	Yes
3. Bidder's Key Staff Experience:							
Project Manager	Yes	Yes, Benji Young	Yes	Yes	Yes	Yes	Yes
Project Site Supervisor	Yes (#3)	Yes, Dave Miller	Yes	Yes	Yes	Yes	Yes
4. Public Works Contractor's License number provided		Yes (Class E-100)	Yes	Yes (Class Unlimited)	Yes	Yes (Class Unlimited)	Yes (Class General)
5. Listing of Proposed Subcontractors (name, address, license or Cert. of Competency from State) per 13.3 of Instructions to Bidders		Yes (see below)	Not Complete (see below)	Yes (see below)	Yes (see below)	Yes (see below)	Yes (see below)
HVAC	YMC, Inc.	TVR	Nu Mechanical	Nu Mechanical	Nu Mechanical	Nu Mechanical	YMC, Inc.
Electrical	Anderson and West	Custom Electric	Nelson Electric	Custom Electric	Custom Electric	Custom Electric	Custom Electric
Plumbing	HD Fowler (Pipe)	None Listed	T2R	RSCI	Lacy Mechanical	Lacy Mechanical	Buss Mechanical
Other	Goble-Sampson (Pumps/Gates)						
6. Affidavit of Payment or Securement of all Taxes?		Yes	Yes	Yes	Yes	Yes	Yes
7. Acknowledgment of Addendum #1 and #2		Yes	Yes	Yes	Yes	Yes	Yes
8. Bid Form Complete?		Yes	Yes (\$0.01 math error)	Yes	Yes	Yes	Yes
9. Attended PreBid Conference?		Yes	Yes	Yes	Yes	Yes	Yes
10. Exceptions or qualifications to Bid?		No	No	No	No	No	No
11. POWER OF ATTORNEY		Yes	Yes	Yes	Yes	Yes	Yes

Recommendation:

We recommend:

- PSI is the apparent low bid. Only 2 items were not addressed in the bid.
 - No plumber listed in LIST OF SUBCONTRACTORS (we met with PSI on 28Nov2012 - Benji Young and Ian (senior manager) said "we don't see much plumbing and we do our own process piping." Asked if they had an Idaho Plumbers License - the sent an email (sent to Troy Vittek on 29Nov2012) stating that they have "will self perform (with our own employees) the plumbing on the Twin Falls WWTP project." They also provided a license number.
 - Did not complete question 6 of the AGC qualification form. We do not think this is essential as they did answer the related questions 7 and 8.
- CH2M is recommending NOT to award the Additive Alternate for the spare buried conduits.
- Award of the goods covered by this Summary of Bids, excluding Additive Bid Alternate #1 to PSI for the reasons set forth. The variance on Overall basis was 11.5% and 26.9% respectively for the 2 low bids from Engineers Estimate (without alternate). The PSI subtotals by mechanism installation and yard piping are low when compared with other bids, however the Pump Station Mods were higher than other bidders.
- Based on past performance of PSI, we met with PSI and they agreed to sign an amendment that will add an LD milestone for submittals. The compromise was we agreed to delay Substantial Completion by 14 days. PSI also noted that "based on recent digester project they would use full time Field Engineer to assure all paperwork and submittals were handled properly." I asked who this would be and he proposed Chase Dysterhouse.
- We brainstormed with PSI regarding cost saving ideas, and we agreed on several items as defined in the NOA documents. These will be included in the NOA or as a deductive change order after award.
 - Met with PSI on 28Nov2012 - Request for savings if allowing options for the sludge pumps in the wet well for WPF
 - Award bid to Performance Systems, Inc. at next opportunity: we understand that this will be following 10Dec2012 City Council Meeting
 - Issue Notice of award and request insurance certificates, Performance and Payment Bonds, and signed Agreement
 - Receive Bonds, insurance certificates, and signed Agreement
 - Issue Notice to Proceed

Project Name: Clarifier Conversion Construction (Work Package F)
 Bids Due Date: 20July2012
 Summary By: Scott Normandin and T. Casch

Item No.	Quantity	Description	Gerber Construction 20Nov2012		Performance Systems, Inc. 20Nov2012		COP Construction, LLC 20Nov2012		RSC 20Nov2012		McAlvain 20Nov2012		JC Constructors 20Nov2012		Engineering Estimate		Comments
			Unit	Amount	Unit	Amount	Unit	Amount	Unit	Amount	Unit	Amount	Unit	Amount	Unit	Amount	

Reason:
 Lowest qualified responsive bidder.

Award to: _____ Schedule: _____ As specified
 Award amount: _____ Payment terms: _____ As specified
 Budget amount: _____ Qualifications: None

Approval: CH2M HILL

Design Manager: Joe Nye 5-Dec-12
 Project Manager: Scott Normandin 30-Nov-12
 (Other): _____
 Signature / Date



December 10, 2012, City Council Meeting

To: Honorable Mayor and City Council

From: Susan Harris, Human Resources Director

Request: Adoption of a new Personnel Resolution

Time Estimate: A general review of major changes to the policy should take approximately 20 minutes, followed by a question and answer period to address Council questions.

Background: Employee Resolution 1587 provides general terms and conditions of employment for employees of the City of Twin Falls. It is our employee “handbook” and was last updated and adopted in 1996.

The City is participating in an incentive program offered through ICRMP. Participation in the program will reduce the City’s premium by 5%, or approximately \$16,000, by meeting certain requirements established by ICRMP. One of the requirements is to have 80% of all City employees review the Personnel Policy. There have been many changes to policies and practices since its adoption. In an effort to have employees review a current policy, the policy has been updated to reflect current practices which have been implemented as a result of new laws, Council directive or change in policy. This update includes only those policy additions or changes that are currently in place. Language to be removed is stricken through. New language for inclusion is highlighted in yellow.

Over the course of the next year it is the intent of the Human Resources Department to make substantial revisions to this policy in both its content and its form.

Approval Process: A simple majority of the Council

Budget Impact: None

Regulatory Impact: None

Conclusion: Staff recommends adoption of the updated policy

Attachments: City of Twin Falls Personnel Resolution #1897.