THE URBAN RENEWAL AGENCY
OF THE CITY OF TWIN FALLS

URBAN RENEWAL AGENCY
SPECIAL MEETING MINUTES
June 20, 2011

The Urban Renewal Agency held a special meeting at 11:30 am on this date in the Twin Falls City Council Chambers located at 305 3rd Avenue East, Twin Falls. Those present were:

Present:	
Gary Garnand	URA Chair
Tom Frank	URA Vice Chair
Cindy Bond	URA Secretary
Larry Hall	URA Member
Bill Koch	URA Member
Leon Smith	URA Member
Absent:	
Bob Richards	URA Member
Also present:	
Melinda Anderson	URA Executive Director
Mitch Humble	Twin Falls Community Development Director
Renèe Carraway	Twin Falls City Zoning and Development Manager
Lee Glaesman	Twin Falls Engineer
Gary Haderlie	JUB Engineers
Bill Block	JUB Engineers
Kendra Jenks	K & G Management
Trudi Nutile	City of Twin Falls Economic Development, Admin Asst.

Chair Gary Garnand called the meeting to order at 11:33 a.m.

Agenda Item: Consideration of a request to award the bid for the 2011 Hankins Water System Improvement project to Irminger Construction, Inc. in the amount of $1,738,337.00

Melinda Anderson reviewed the Hankins Water System improvement project. The board hired JUB to investigate, design a plan and then send out bids to complete the waterline project. After publishing the bid, six bids were received and opened on Wednesday, June 15 in the presence of JUB and the city deputy clerk and city staff. JUB then tabulated the bids and submitted a recommendation for the bid award. This project will complete the water loop and required fire flow in the southeast section of Twin Falls to construct new buildings up to 100,000 square feet or larger.

Melinda invited Gary Haderlie with JUB Engineers to present the bid analysis to the board members. The preliminary engineering report completed in March estimated the bids would range from $1.74 million to $1.92 million after the initial investigation. After completing the design and adjusting for increases in PVC costs, JUB estimated the project at $2.03million. Of the six bids received ranging from $1.74million to $2.36 million, Irminger Construction, Inc. from Boise was the low bidder. The remaining contractors who bid on the project included two from Twin Falls, two from Boise and one from Salt Lake City. Irminger Construction has completed several projects within the Magic Valley and JUB has been involved with them on numerous projects and has a good working relationship. Irminger plans to use some local suppliers such as Kloepfer and Ferguson during construction. The bid includes a 5% contingency for unforeseen expenditures.
JUB recommends awarding the bid to Irminger Construction based out of Boise.

Tom Frank made a motion to accept and award the bid for the 2011 Hankins Water System Improvement project to Irminger Construction, Inc. in the amount of $1,738,337.00 as presented. Cindy Bond seconded the motion and a roll call vote showed all members present voted in favor of the motion.

Agenda Item – Consideration of a request to approve a construction administration agreement with JUB Engineers for the Hankins Water System project in the amount of $143,337.00 – Gary Haderlie and Troy Vitek

This agreement, which is the third phase of the construction project, will take the project to the end. Melinda invited Gary Haderlie and Lee Glaeseman (in Troy Vitek's absence) to address the board regarding the construction administration contract. The contract allows JUB to provide administration of all contracts, make recommendations to the URA, issue construction clarifications, review submittal of all material for compliance, review pay applications, and review any change orders. The contractor provides a warranty period and once substantial completion is done, JUB will check for quality assurance, testing verification, surveying and pump station electrical components. In addition to the new pumps being installed, there is software installation and programming (SCADA) that will be completed by JUB. Finally, JUB will initiate equipment start-up and testing including verification of the fire flow and complete record drawings required by DEQ as well as the O&M manuals.

The contract fee is based on several recent waterline projects with the City of Twin Falls and estimate of costs and level of effort involved in the project. JUB estimates approximately $143,000 for their level of effort during the construction administration. This is an estimate and actual costs can vary depending on several items such as how quickly the contractor begins and performs the work. Possibilities exists the actual cost could come in under approval, conversely, the cost could exceed the approval based on the contractor's performance.

Cindy Bond inquired if this is usual and customary for the industry to submit a bid based on time and materials. Gary explained this is normal procedure and they cannot guarantee how long a contractor will take to complete a project. JUB as the administrator continues to stay on the job until it is complete. Liquidated damages accrue if the contractor does not meet the schedule as outlined.

Leon Smith inquired who would be the project manager on site and secondly, do they anticipate any additional discretionary items that will need board approval. Gary Haderlie is the on-site project engineer. JUB does not anticipate coming back to the board for any major change. Small changes, including quantities will be reflected in the pay applications. They have included everything they could think of in the design to meet the regulations, city planning and URA goals. Rock investigation was completed during the initial investigation phase and determined there is not much rock, so there should not be a large change. Drilling was done at 100 foot intervals unless rock was found and then a closer interval if rock was identified throughout the whole project.

Bill Koch asked how much the liquidated damages are. Gary stated the damages are $1,000.00 per day if the project is not completed on time.

Tom Frank confirmed Gary Haderlie will be working with the contractor on a daily basis to make sure the project is built to specs. Tom asked if there is a city representative working with JUB on the project. Melinda asked Gary to explain how the city engages in similar projects. Gary anticipates a weekly or bi-weekly meeting with a representative from the City Engineering Department, (Troy Vitek). In addition, various city staff from the Water Department or Public Works Department as necessary to coordinate any specific needs such as turning water off or draining tanks.

Leon Smith made a motion to accept the engineering contract with JUB Engineers for the Hankins Water System project in the amount of $143,337.00. Bill Koch seconded the motion and all members present voted in favor of the motion.

Melinda Anderson stated JUB brought copies of the Notice of Award for Chairman Garnand to sign.

Gary Haderlie reviewed a table of costs with the board. The preliminary engineering report estimated the cost at $2.01 to $2.2 million. The total project cost is $2.14 including the preliminary report, design and construction contract, which falls within the initial estimate.

Agenda Item – Consideration of a request to award the low bid for the C3/Concept 91 parking seal coat project to Quality First Asphalt in the amount of $26,827.66.

Melinda reviewed with the board the approval made for the pothole repair and crack sealing awarded to Quality First Asphalt. Today's request is for seal coating the parking lot and we received three bids for the seal coat project. Quality First Asphalt was the low bidder, who seal coated the lot five years ago. The product being used is similar to a slurry seal, but has a different aggregate and is manufactured by Road Work Ahead, a local company. The other bids received by Gordon Paving and Kloepfer Concrete plan to use subcontractors as opposed to Quality First Asphalt who will be performing the work themselves. Additionally, Quality First offers a one-year warranty, so the property manager can deal directly with the company if there is a problem.

Leon Smith commented that Quality's bid had no contingency for price or other unforeseen factors. Kendra Jenks explained she has walked the entire lot with Quality First and is firm on the price due to their comfort level with the review. Costco and McDonalds are

responsible for their parking lots and both plan to seal coat their lots using Quality First. Kendra is coordinating the project with the other property owners and hopes to complete the project of the July 4th weekend. Melinda Anderson clarified that the city is chip sealing, which is a different product than what is being applied to the Concept 91 lot. Striping is also included in the project cost but will be a different color than white.

Tom Frank commented there seems to be quite a bit of water runoff from the sprinkler system and asked if the water could be causing problems with the frost/heave cycles. Does it make sense to re-adjust sprinkler heads and flow rates? Kendra commented that the frost/heave is normal with the unusual weather this year and other locations are experiencing the same problems. The contractor can reevaluate the sprinkler system, but the system is old and does not have rain sensors and would have to be redone to have rain sensors. Tom feels the system should be evaluated and adjusted.

Larry Hall asked what the common life span for seal coat is. Kendra stated 3-5 years and then annual maintenance for filling pot holes and crack filling.

Bill Koch inquired if this product life is comparable to that of chip seal. Kendra estimated chip seal leans toward a seven year life span, but is not as experienced with chip seal. The cost for chip sealing is $1.30-$1.40/yd so this product is considerably less.

Leon Smith moved to accept and award the bid for the C3/Concept 91 parking seal coat project to Quality First Asphalt in the amount of $26,827.66. Cindy Bond seconded the motion and a roll call vote showed all members present voted in favor of the meeting.

There being no further business, Gary Garnand adjourned the meeting at 12:11 p.m.

The next regular scheduled Urban Renewal Agency meeting is Monday July 11, 2011.

Respectfully submitted,

Trudi A. Nutile
Administrative Assistant