

COUNCIL MEMBERS:

Suzanne Hawkins	Jim Munn	Shawn Barigar	Chris Talkington	Gregory Lanting	Don Hall	Rebecca Mills Sojka
Vice Mayor					Mayor	



MINUTES

Meeting of the Twin Falls City Council
Monday, April 13, 2015
City Council Chambers - 305 3rd Avenue East -Twin Falls, Idaho

5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG
CONFIRMATION OF QUORUM
CONSIDERATION OF THE AMENDMENTS TO THE AGENDA
PROCLAMATION:

National Volunteer Week April 12-18, 2015. Request made by Jeanette Roe, Twin Falls Senior Center
Telecommunicators Week April 12-18, 2015. Request made by Lieut. Craig Stotts, TFPD

GENERAL PUBLIC INPUT

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the Accounts Payable for April 7, 2015 - April 13, 2015, total: \$341,782.13 and Payroll, April 10, 2015, total: \$133, 721.18.
2. Consideration of a request to approve a Trust Agreement for Sackett Farm Subdivision No. 2, placing Lot 2, Block 1 and Lot 1, Block 2, in trust.

Purpose:

Action

By:

Sharon Bryan

Action

Troy Vitek

II. ITEMS FOR CONSIDERATION:

1. Consideration of a request to authorize the Mayor to sign a Cooperative Agreement with ITD for Americans with Disabilities Act (ADA) Curb Ramp Program Award and to adopt a resolution confirming the commitment.
2. Consideration of a request to readopt Ordinance 3090 to vacate undeveloped property within a portion of Northern Passage Subdivisions #3 and #4 on property located at the northeast corner of Federation Road (extended) and Grandview Drive North for Northern Passage, Inc.
3. Consideration of a request to adopt a resolution declaring a sole source supplier for the purchase of law enforcement computer software to aid in dispatching, map update, mobile computing, evidence and records management.
4. Consideration of a request to accept a section of property from Jayco Inc. and authorize the Mayor to sign the agreement for donation of real property.
5. Consideration of a request to reject all bids for the Jayco Lift Station Improvement Project.
6. Consideration of a request to award a contract between the City of Twin Falls and Hummel Architects for design and construction management services for the development of the Public Safety Complex and new City Hall.
7. Public input and/or items from the City Manager and City Council.

Purpose

Action

By:

Mandi Thompson

Action

Rene'e V. Carraway-Johnson

Action

Anthony Barnhart

Action

Jason Brown

Action

Jason Brown

Action

Travis Rothweiler

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

IV. PUBLIC HEARINGS: 6:00 P.M. - None

V. ADJOURNMENT:

Any person(s) needing special accommodations to participate in the above noticed meeting could contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208)735-7287.

Present: Suzanne Hawkins, Jim Munn, Shawn Barigar, Don Hall, Rebecca Mills Sojka

Absent: Chris Talkington and Gregory Lanting

Staff Present: City Manager Travis Rothweiler, Deputy City Manager Mitchel Humble, Deputy City Manager Brian Pike, Assistant City Engineer Troy Vitek, Grant Writer Mandi Thompson, Environmental Engineer Jason Brown, Zoning & Development Manager Rene'e V. Carraway-Johnson, Captain Anthony Barnhart, Staff Engineer Josh Baird, Deputy City Clerk/Recording Secretary Leila A. Sanchez

Mayor Hall 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. A quorum is present.

CONSIDERATION OF THE AMENDMENTS TO THE AGENDA: None
PROCLAMATION:

National Volunteer Week April 12-18, 2015. Request made by Jeanette Roe, Twin Falls Senior Center

Mayor Hall read the proclamation and presented it to Jeanette Roe.

Telecommunicators Week April 12-18, 2015. Request made by Lieut. Craig Stotts, TFPD

Mayor Hall read the proclamation and presented it to Lieut. Craig Stotts.

GENERAL PUBLIC INPUT

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the Accounts Payable for April 6, 2015 - April 13, 2015, total: \$341,782.13 and Payroll, April 10, 2015, total: \$133, 721.18.
April 6 – 13, 2015, total:341782.13
April 14, 2015, Prepay total: 3250
2. Consideration of a request to approve a Trust Agreement for Sackett Farm Subdivision No. 2, placing Lot 2, Block 1 and Lot 1, Block 2, in trust.

MOTION:

Councilmember Munn made a motion to approve the Consent Calendar. The motion was seconded by Councilmember Mills Sojka. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

II. ITEMS FOR CONSIDERATION:

1. Consideration of a request to authorize the Mayor to sign a Cooperative Agreement with ITD for Americans with Disabilities Act (ADA) Curb Ramp Program Award and to adopt a resolution confirming the commitment.

Grant Writer Thompson explained the request.

The ADA Curb Ramp Program is a state-administered program that provides funding for projects to address pedestrian curb ramps on the state highway system. The goal of the program is to provide safe and easily accessible facilities for pedestrians with disabilities while allowing local jurisdictions flexibility in meeting the required standards.

The City was notified in July 2014 they had been awarded \$60,000, the maximum amount offered per jurisdiction, to construct the 11 ramps. This is the second award for ADA Curb Ramps through this program. 11 curb ramps were completed this year. Additionally, City staff is currently preparing an application for the 2015

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funding cycle for an additional \$60,000. Funds are to only be used for construction purposes and will be available July 2015. Projects must be completed by June 2016.

The construction of this project is anticipated to be paid for fully by ITD funds. However, should overages occur above the allocated \$60,000, they will come out of the streets budget.

ITD requires a cooperative agreement to delineate shared responsibilities on their projects. They also require a resolution to confirm the City's acceptance of the agreement. The Council is asked to authorize the Mayor to sign the final agreement and is asked to adopt the resolution.

MOTION:

Councilmember Barigar made a motion to approve Resolution 1945 and authorize the Mayor to sign a Cooperative Agreement with ITD for Americans with Disabilities Act (ADA) Curb Ramp Program Award. The motion was seconded by Vice Mayor Hawkins.

Discussion followed:

Mayor Hall asked for the totality of ramps needed. Staff Engineer Baird stated approximately 6,400 ramps are needed.

Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

2. Consideration of a request to readopt Ordinance 3090 to *vacate* undeveloped property within a portion of Northern Passage Subdivisions #3 and #4 on property located at the northeast corner of Federation Road (extended) and Grandview Drive North for Northern Passage, Inc.

Zoning & Development Manager Carraway-Johnson explained the request.

On February 23, 2015 the City Council adopted Ordinance 3090 which allowed for vacation of 13 (+/-) acres of undeveloped property within a portion of Northern Passage Subdivisions #3 and #4. This is the future site of the new Rock Creek Elementary School at the northeast corner of Grandview Drive North and Federation Road (extended).

Idaho State Statute Title 50; Chapter 9; Section; 901 states within one month after an ordinance is passed it shall be published and once the ordinance is published it may take effect. Due to technical timelines, the ordinance was not published within the one month window. The applicant is asking the City Council to re-adopt the previously approved Ordinance #3090.

MOTION:

Vice Mayor Hawkins made a motion to suspend the rules and place Ordinance 3090 on third and final reading by title only. The motion was seconded by Councilmember Mills Sojka. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

Deputy City Clerk Sanchez read the Ordinance by title only: AN ORDINANCE OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, VACATING THE REAL PROPERTY DESCRIBED BELOW AND PROVIDING FOR VESTING OF TITLE TO THE PROPERTY SO VACATED.

MOTION:

Councilmember Barigar made a motion to approve Ordinance 3090. The motion was seconded by Councilmember Munn. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

3. Consideration of a request to adopt a resolution declaring a sole source supplier for the purchase of law enforcement computer software to aid in dispatching, map update, mobile computing, evidence and records management.

Captain Barnhart explained the request.

The Twin Falls Police Department was awarded two grants from the Idaho Emergency Communications Commission. The first grant was awarded in FY 2014 for \$42,070. The second grant was awarded in FY 2015 for \$28,765. \$5,010 is needed to purchase hardware upgrades.

Executive Information Services (EIS) has been the Police Department's current computer software vendor and has provided services since 2001. EIS informed the department they would no longer provide technical service for the city's 14 year old system due to their entirely new, robust, and redesigned management system/computer automated dispatch platform.

The City has investigated sources for upgrades to the City's Emergency Dispatch Services software, and has discovered that there is only one source for this software, and it is Executive Information Services (EIS).

Idaho Code §67-2808(2) permits sole source expenditures where there is only one source for the acquisition of personal property reasonably available.

City Manager Rothweiler explained the request is to authorize the expenditure of \$5,010 out of the Restitution Fund. This expenditure will be accounted for in a budget amendment that is typically done the last week of September.

Discussion followed:

Councilmember Mills Sojka asked if the department looked at other available software and if staff believes this system will be the most efficient and cost effective technology upgrade to be used now and for the next few years. Captain Barnhart answered in the affirmative.

Vice Mayor Hawkins asked for clarification if the two grants from the Idaho Emergency Communications Commission are for computer software and the \$5,010 will be designated for the computer hardware. Captain Barnhart answered in the affirmative.

MOTION:

Vice Mayor Hawkins made a motion to approve Resolution 1946. The motion was seconded by Councilmember Mills Sojka. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

4. Consideration of a request to accept a section of property from Jayco Inc., and authorize the Mayor to sign the agreement for donation of real property.

Environmental Engineer Brown explained the request.

The donation is in conjunction with the construction of the Jayco Lift Station improvement project. In order to expand the current Jayco Lift Station to service the industrial area that includes Clif Bar's Baking Facility, the City would require an additional portion of land around the lift station. Jayco has agreed to donate this additional portion to the City to accomplish this expansion.

MOTION:

Councilmember Mills Sojka made a motion to accept a section of property from Jayco Inc. and authorize the Mayor to sign the agreement for donation of real property. The motion was seconded by Councilmember Barigar. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

5. Consideration of a request to reject all bids for the Jayco Lift Station Improvement Project.

Environmental Engineer Brown explained the request.

In accordance with the Development Agreement between Clif Bar/URA/City of Twin Falls, the City agreed to improve the Jayco Lift Station to serve the Clif Bar Baking Facility. The Jayco Lift Station Improvement Project was publicly bid and bids were opened on April 7, 2015. Only one bid was received from Star Construction LLC., in the amount of \$493,339.00 (with add alternates \$537,467.00). In accordance with Idaho Statute 67-2805 the City can either accept the lowest bid or reject all bids.

Staff recommends that the City Council reject all bids and allow staff to investigate the opportunity to contract this project on the open market for less or re-bid the project.

MOTION:

Vice Mayor Hawkins made a motion to reject all bids for the Jayco Lift Station Improvement Project and negotiate on the open market. The motion was seconded by Councilmember Mills Sojka. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

6. Consideration of a request to award a contract between the City of Twin Falls and Hummel Architects for design and construction management services for the development of the Public Safety Complex and new City Hall.

City Manager Rothweiler explained the request.

On March 9, 2015, the Council made the recommendation to staff to begin negotiations with Hummel Architects for architectural and construction management services.

Over the course of the past several weeks, representatives from the City of Twin Falls and Hummel Architects have negotiated the contract and possible delivery/construction methods. The City followed the process outlined in Idaho Code Section 67-2320.

Based on those conversations, it is the City Manager and staff's recommendation to construct the majority of the City Hall and Public Safety projects using the Construction Manager\General Contractor (CM/GC) delivery process. In accordance with Idaho Code 67-2320, a public entity starts the process by issuing an RFQ for construction management services. The CM/GC is selected based on knowledge, skills and qualifications, which is similar to the process that is used to hire the architect. After being selected, the Construction Manager/General Contractor will have the responsibility of bidding all of the construction trades, i.e. plumbing, electrical, and mechanical, etc. This ensures the City is getting a competitive price and local firms have the opportunity to compete and participate in the construction of the project and insures that quality contractors are being considered.

After the bidding of the construction trades has been completed, the City has a chance to review the bids and negotiate with the CM/GC for either a fixed price or a guaranteed maximum price for construction. This helps ensure that the project budget is intact and reduces the number of changes expected from the field. The City reserves the right to execute some or all of the projects using a Construction Manager Representative (CMR) approach as well. Under this approach, a qualified construction manager will be selected from those who respond to the RFQ for the City Hall and Public Safety Complex projects.

Clint Sievers with Hummel Architects will make a brief presentation to the City Council to explain the contract, the Construction Manager\General Contractor (CM/GC) delivery process, and tentative schedule.

The contract and the preferred CM/CQ construction method have been reviewed by Twin Falls City Attorney Fritz Wonderlich.

Discussion followed.

Councilmember Mills Sojka asked for the main differences and advantages of the CM/CQ process versus a general bid delivery method.

Clint Sievers explained the basic process using a PowerPoint presentation. The contract evolves around phases, design and construction.

The following was explained:

Schedule: April 2015 to April 2016

- Vision
- Community Involvement
- Organizational Chart
- Programming
- Schematic Design
- Cost Estimate
- Design Development
- Construction Documents

Construction Delivery CM/GC

- What is CM/GC?
- Anticipated Project Process
- Benefits of CM/GC Process

Councilmember Mills Sojka asked if a guaranteed maximum price can be negotiated in the traditional bidding method during the request for proposal process. Clint Sievers stated that the only method to guarantee a maximum price is through the CM/GC.

City Manager Rothweiler explained the general delivery method process allowed by Idaho Code. The formal bid process requires the acceptance of the lowest responsive bid.

Clint Sievers stated that by proceeding with the CM/GC delivery method as set forth by the contract, the City has the option to select a CM through the entire process.

Councilmember Mills Sojka asked if a qualification based process would be used as opposed to following the state code using the lowest responsive bidder.

Clint Sievers stated the CM/GC delivery method is an adopted state code. The CM/GC is selected based on quality and the CM/GC requires that bids are opened in the presence of the public owner and the subcontracts and supply contracts be awarded to the lowest responsible bidder.

Vice Mayor Hawkins stated for the record that when the CM/GC process was going through the state legislature last year the Association of Idaho Cities officially took a stance in support of this process.

Client Sievers explained the CM/GC process and benefits.

Councilperson Mills Sojka stated the contract lists the total sq. ft. of the Banner building at 42,500 - 50,000 and the cost estimate in the budget for the general tenant improvements is for 29,500 sq. ft. She asked when is full build-out of the building anticipated to be finished and at what cost.

City Manager Rothweiler explained that the cost for full build-out of the building out will be driven by a time frame that is several years out. Currently the building will be largely tenant improved as additional space is needed. At this point and time staff believes it is probably prudent, based on the current knowledge of the cost to do only the rough end plumbing cost associated with the basement, to leave the basement unfinished. Staff does not believe this space will be needed for several years. In the report, it states that an average employee would use approximately 200 sq. ft. of office space. In reality, the average office space is anywhere between 80 sq. ft. to 120 sq. ft. The plan is to use the first floor, expand the mezzanine, and make and create improvements on the 3rd floor, totaling 29,000 sq. ft. The basement would be unoccupied space and improvements would not be made at this time. Based upon the 29,000 sq. ft., it is estimated the building will last 53 years. There is about 18 years, based upon historical growth trends and an addition of 36 employees, before improvements are needed to be made.

Clint Sievers explained the distribution of the building.

Councilmember Mills Sojka asked the total cost of the City Hall at full build-out. The cost is \$4.5 million for current remodeling.

City Manager Rothweiler explained it is difficult to project costs for improvements to be done in twenty years but it is safe to say it will cost more per square foot than it is now.

Clint Sievers explained that in taking this approach in the public safety project, the City will select what is paid for now and what is paid for in the future. The same approach can be taken with the Banner building.

Councilmember Mills Sojka stated if citizens are unable to attend committee meetings to engage them in a more modern and accessible way.

Mayor Hall stated that if an unfinished basement had been incorporated in the time of the building of the Police Department, the space could have been used for future growth. The Banner building will meet the City's needs for several years in the future.

MOTION:

Councilmember Munn made a motion to approve the contract between the City of Twin Falls and Hummel Architects for design and construction management services for the development of the Public Safety Complex and new City Hall. The motion was seconded by Councilmember Barigar. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

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

City Manager Rothweiler stated the Chamber of Commerce Today's Luncheon will be held on April 14, 2015, at the Stonehouse at 12:00 p.m.

Vice Mayor Hawkins requested a moment of silence for Rick Otto, a local artist who displayed his artwork in the Council Chambers and at the Airport.

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Councilmember Mills Sojka gave an update on the Urban Renewal Agency meeting held on April 13, 2015. Discussion was made on parking on Main Street. Feedback she has received has not been in favor of the back-in angle parking. The Project Advisory Committee (PAC) is in favor of the back-in angle parking. She suggested engaging the public now before a decision is made by the URA and to reach out to the public through the City's media partners.

Mayor Hall stated it is incumbent upon the councilmembers to become educated to share with the citizens of Twin Falls on how back-in angle parking looks on Main Street in regards to space needs and the safety aspect for both pedestrians and bicyclists. Pull-in straight parking is not conducive to bicyclists and what is to be accomplished on Main Street.

Vice Mayor Hawkins explained her experience of back-in angle parking in Seattle the past week. She found that vehicles were trying to back-in angle park, making four to five attempts while traffic was lining up. It was not a positive experience.

Councilmember Barigar stated that Mandi Roberts from Otak had discussed demonstrating back-in angle parking. He is in favor of engaging and educating the public about back-in angle parking.

Mayor Hall stated that in Salt Lake City back-in parking moved smoothly.

Mayor Hall commended the School District and Harrison Elementary School for developing leadership skills in their students by using Stephen Covey's "Habits of Highly Effective People" and the "Leader in Me" program.

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

IV. PUBLIC HEARINGS: 6:00 P.M. - None

V. ADJOURNMENT: The meeting adjourned at 6:20 p.m.

Leila A. Sanchez
Deputy City Clerk/Recording Secretary