



## **PUBLIC MEETING**

April 25, 2019  
MINUTES

The Lewis and Clark County Commissioners Public Meeting was held on Thursday, April 25, 2019, at 9:00 AM in Commission Chambers Room 330.

### **Roll Call**

Chairman Jim McCormick called the meeting to order at 9 a.m.

Commissioner Susan Good Geise and Commissioner Andy Hunthausen were present. Others attending all or a portion of the meeting included Roger Baltz, Peter Italiano, Charles Lane, Sam Neill, Art Pembroke, Audra Zacherl, Doug Nisbet, Kevin Wright, Ken Frost, and Nadine McCarty, Recording Secretary.

### **Pledge of Allegiance**

Everyone recited the pledge.

### **Consent Action Items**

- a. Public Meeting Minutes for March 28; April 2, 4, and 9, 2019. (Nadine McCarty)
- b. Resolution 2019-33 Declaring County Property Surplus Property. (Amy Reeves)
- c. Resolution 2019-34 Declaring County Property Surplus Property. (Amy Reeves)

Roger Baltz reported on the consent action items 2 a-c and recommended approval.

No public comment was received.

A motion to Approve was made by Commissioner Good Geise and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

### **Bid Opening. 2019 Bituminous Asphalt Pavement. (Audra Zacherl)**

Audra Zacherl, Assistant Director of Public Works, presented the bid opening for the purchase of bituminous asphalt pavement. Two bids were received. The first bid is from Helena Sand & Gravel, Inc. of Helena, Montana with a base bid of \$66.05 per ton with no mileage cost for a total bid amount of \$297,225. The last bid is from Cap Paving, Inc. of East Helena, Montana with a base bid of \$70.00 per ton with no mileage cost for a total bid amount of \$315,000.

No public comment was received.

A motion was made by Commissioner Hunthausen for staff to take the bids under advisement and make a recommendation to the Commission on April 30, 2019. The motion was seconded by Commissioner Good Geise. The motion Passed on a 3-0 vote.

**Bid Award. Lake Helena Drive & Lewis Street Intersection Improvements Project. (Audra Zacherl)**

Audra Zacherl, Assistant Director of Public Works, presented the bid award for the Lake Helena Drive and Lewis Street intersection improvements project. On March 28, 2019 three bids were received and opened. The project generally consists of roadway and ditch grading, installation of pipe culverts and a storm drain system, placement of crushed base course, new concrete sidewalk, valley gutter, curb and gutter, asphalt pavement and pavement markings. Funding for the project is from the FY19 and FY20 budgeted Bridge and Road Safety and Accountability Act (BARRSA) funds, also called "new gas tax". The total estimated project cost is \$345,627.

After a review of the bids by the selection committee, staff recommends awarding the contract to the low bidder, Bullock Contracting, LLC of Boulder, Montana for a total bid amount of \$231,855.

No public comment was received.

A motion to Approve was made by Commissioner Good Geise and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

**Contract Between Lewis and Clark County and Facility Improvement Corporation. (Audra Zacherl)**

Audra Zacherl, Assistant Director of Public Works, presented the contract with Facility Improvement Corporation (FICO). Last fall a Request for Proposal was advertised to provide HVAC preventative maintenance and repair services for the Detention Center, Courthouse, 222 building, and Michael A. Murray buildings. Three responses were received and reviewed by the selection committee. The considered criteria included related experience, technical competence, qualifications, proximity to the facilities and cost to provide the service. FICO had the highest scored proposal. FICO is to provide all labor to perform scheduled HVAC preventative maintenance services, DDC backups/calibrations and pneumatic calibrations for equipment such as boilers, condensing units, heat pumps, fan coils, unit heaters, furnaces, cabinet heaters, the Leibert System, pneumatics and controls for the four buildings. The contract is effective upon execution for a five year period with an option for two additional years. Compensation is set for the first five year period broken down by building with a total amount of \$41,492 for one year for all four buildings and a grand total for all five years of \$215,868. Staff recommends approval of the contract with FICO.

Commissioner Good Geise asked if the Detention Center part would begin after the construction is completed and Ms. Zacherl explained the active jail will need maintenance during the remodel due to dust, etc. Once construction is completed the contract will require an amendment when additional systems are added to the building.

Commissioner McCormick asked about the older buildings and the HVAC systems and has thought been put into those that may need to be replaced in the future.

Ms. Zacherl stated many of the systems were inspected and replaced during the Ameresco project. They are on the capital improvement plan for the buildings budgets. Ms. Zacherl gave a brief overview of the Ameresco project.

Commissioner Good Geise asked about the Murray building and if the cost of the services are proportioned out between PureView and Public Health. Ms. Zacherl explained the HVAC maintenance would be included in the cost per square foot that both entities pay.

No public comment was received.

A motion to Approve was made by Commissioner Hunthausen and seconded by Commissioner Good Geise. The motion Passed on a 3-0 vote.

**Contract Between Lewis and Clark County and Elkhorn Insulation. (Audra Zacherl)**

Audra Zacherl, Assistant Director of Public Works, presented the contract with Elkhorn Insulation to apply spray foam insulation to the interior ceiling and walls of the Landfill storage building commonly known as the Junk Vehicle building. Elkhorn will apply four inches of spray foam to the ceiling and three inches of spray foam to the walls and gable ends as well as spraying a thermal barrier over the insulation foam. The total cost is not to exceed \$30,566 with work to be completed no later than May 31, 2019. Budget authority for the project is in the fiscal year 2019 landfill operations budget. Staff recommends approval of the contract with Elkhorn Insulation.

No public comment was received.

A motion to Approve was made by Commissioner Good Geise and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

**Detention Center Renovation Update. (Audra Zacherl)**

Audra Zacherl, Assistant Director of Public Works, gave an update on the Detention Center Renovation project and noted that over the next thirteen months the project will transform all three floors of the Law Enforcement Center into detention space with approximately 156 beds.

Since the last update, Sletten has continued with the demolition and it has gone well with the concrete masonry (CMU) walls not taking as long as expected. Demolition has begun on the front stairway, there are miscellaneous items to demo as well as the clean up to complete. Final design, plans and specifications are expected to be ready by April 26th and will then be provide to the City Building Department for permitting. Sletten will then use the final plans to bid the various construction elements. Funding for the project is from a \$6.5 million voter approved bond issue, bond premium and from capital savings for a total project budget of \$8.3 million. Ms. Zacherl reported on the expenditures to date with: architecture at \$377,729; Owner's rep services at \$91,876; IT&S services at \$19,858; and miscellaneous at \$18,803, testing, builder's risk, electric reroute for a total of amount of \$508,266. Ms. Zacherl presented slides of the progress.

Commissioner Good Geise asked if there has been any unexpected issues that would greatly increase costs and Ms. Zacherl noted there has been nothing out of the ordinary.

No public comment was received.

**Agreement Between Lewis and Clark County and Superior, LLC. (Art Pembroke)**

Art Pembroke, IT&S Director, presented the agreement with Superior, LLC who is the Enterprise Resource Planning (ERP) systems provider. The agreement covers finance, budgeting, cash receipts as well as payroll interfaces and will allow IT&S to move the current system to a hosted facility as recommended in the IT assessment report. This will provide greater system security, stability, systems management and maintenance levels. It will reduce the overall infrastructure costs to the City of Helena and Lewis and Clark County. Staff and the County Attorney's office have reviewed the agreement. Staff recommends approval of the agreement with Superior, LLC.

Mr. Pembroke explained the process and noted it is anticipated to be a three to six month project.

No public comment was received.

A motion to Approve was made by Commissioner Hunthausen and seconded by Commissioner Good Geise. The motion Passed on a 3-0 vote.

**Contract Amendment No. 1 Between Lewis and Clark County and SMA Architects. (Planner: Sam Neill)**

Sam Neill, Planner I, presented the contract amendment to the professional services contract, signed on November 28, 2018 with SMA Architects for architectural and engineering services needed for the West Mont Farm & Garden Group Home Rehabilitation project.

The request stems from a State and Federal requirement, initially thought to not apply to this project. This is due to an unexpected update from the Montana Department of Commerce on new bid requirements for construction work on a group home. The West Mont project is subject to the Federal Davis-Bacon prevailing wage rates regulations under the Community Development Block Grant (CDBG) program. When the original contract was created, both County staff, West Mont, SMA Architects and the representative from the Department of Commerce were unaware the project would have to meet Davis-Bacon requirements. This project has been previously awarded both CDBG and HOME funding. To facilitate compliance with the prevailing regulations, SMA Architects decided to act as the required Labor Standards Officer (LSO) of the project and assume all responsibilities associated with the position. The added responsibilities of the LSO are included in the contract amendment. The amendments are related to the scope of services performed by SMA, compensation to SMA and adjustments to line items in Exhibit B to account for the added services. Staff has been working closely with SMA Architects and the Department of Commerce to meet all necessary requirements to complete the project. County legal staff has reviewed and approved the amendment. The contract will expire on December 31, 2020. Staff recommends approval of the contract amendment with SMA Architects.

Ms. Neill gave an overview of how the County works as a sponsor in the pass through process of federal grants to nonprofit organizations.

No public comment was received.

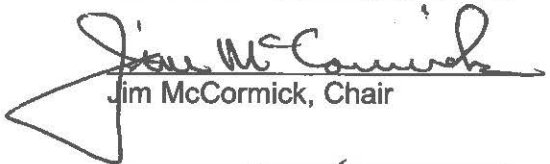
A motion to Approve was made by Commissioner Good Geise and seconded by Commissioner Hunthausen. The motion Passed on a 3-0 vote.

**Public comment on any public matter within the jurisdiction of the Commission that is not on the agenda above.**

**Adjourn**

There being no further business, the meeting adjourned at 9:47 am.

LEWIS AND CLARK COUNTY  
BOARD OF COMMISSIONERS

  
Jim McCormick, Chair

Susan Good Geise, Vice Chair

  
Andy Hunthausen, Member

ATTEST:

  
Paulette DeHart, Clerk of the Board