

**Minutes of Meeting**  
**Jail Grounding Issues**  
**May 28, 2013**  
**1:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner Dan Green and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Major Neal Robertson, Jail Services Captain Kimberly Edmondson, Financial Director Dave McDowell, and Deputy Clerk Nancy Jones.

**A. Call to Order:** Chairman Tondee called the meeting to order at 1:03 p.m.

**B. Introductions:** There were no introductions made.

**C. Changes to the Agenda:** There were no changes made to the agenda.

**D. Old Business:** There was no old business discussed.

**E. New Business:**

Major Neal Robertson came before the Board to present two electrical investigation proposals related to the grounding issue at the jail complex. Major Robertson explained that the problem was first discovered during the installation of the video camera surveillance system, when it was noted that the grounding wires in the jail facility were energized. Left unchecked, this could cause damage to the electronic equipment, and it creates a hazardous situation for jail staff and occupants. Additional inspections by Avista Utilities and a state electrical inspector confirmed that the issue affects all fifty-seven (57) power panels, and therefore, all seven (7) buildings on campus. Use of a specialized electrical engineering firm to evaluate the problem was recommended.

Captain Kimberly Edmondson summarized for the Board the two proposals from Trindera Engineering and Transtector, including parallel cost and scope comparisons. Proposal One, from Trindera Engineering, was the lower bid, with an initial lump sum cost of \$4,000 and ongoing investigative services to be billed at the rate of \$110 per hour, for an estimated total project bid of \$21,600. Proposal Two, from Transtector, was presented as a total project bid at an amount not to exceed \$23,348. Captain Edmondson and Major Robertson recommended that the Board award the project to Transtector. Although Trindera proffered a lower cost for the project, they felt that Transtector had specialized experience regarding this issue, that their bid was more comprehensive, and that they had been significantly more responsive throughout the bid proposal process.

Major Robertson stated that the Transtector proposal included a detailed eight (8) day inspection, with a complete report to be issued within thirty (30) days of completion. In response to questions from the Board, Finance Director David McDowell verified that replacement reserve funds may be used to fund this project, including the cost of the study. The Board questioned why the lump sum bid included a "not to exceed" clause, as that implied potential additional (or hourly) costs. The Board directed Major Robertson and Captain Edmondson to move forward with procurement of a contract from Transtector; however, billing clarification will be required prior to approval. Specifically, the contract must address the amount to be paid up front, billing terms for the holdback amount, and the hourly rate that will apply to any additional work required outside of the scope of the original proposal.

**F. Staff Reports:** There were no staff reports.

**G. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 1:27 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: \_\_\_\_\_  
Nancy A. Jones, Deputy Clerk