

Minutes of Meeting
Harrison Boat Launch Discussion
August 20, 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 Parks and Waterways Director Nick Snyder, Civil Deputy Prosecuting Attorney Jamila Holmes, and Deputy Clerk Nancy Jones.

A. Call to Order: Chairman Tondee called the meeting to order at 1:01 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:

Parks and Waterways Director Nick Snyder came before the Board to discuss two issues with regard to the Harrison Boat Launch project. The first decision before the Board was whether or not to request a new bid package from the single qualified firm that had responded to the Request for Qualifications (RFQ). In the initial response, responding company Wesslen Construction failed to provide the names of the subcontractors that will be serving as part of their design/build team. Failure to provide this information, as requested in the bid package instructions, led Legal to determine that the bid was non-compliant. The attendees discussed the time sensitivity of the project (which must be completed by November due to seasonal weather considerations) and how the timeline would be affected if the Board required the firm to re-bid the project. Noting that the situation was unique because this is the only firm qualified to complete this work, the Board determined that the bid was non-compliant and would require resubmission. Commissioner Nelson noted that all of the subcontractors named in the bid would need to provide proof of current business and public works contractor licensing prior to Board consideration of contract approval.

The second issue before the Board was consideration of funding options to address an anticipated \$30,000 shortfall for this project. Mr. Snyder explained that a grant in the amount of \$235,000 was available, with the County providing a grant match in the amount of \$50,000, but that the final bid totaled \$314,000. The project includes supplementary insurance requirements (necessitated by the scope), as well as broad estimates for the cost of hauling materials offsite. Civil Deputy Prosecuting Attorney Jamila Holmes explained that the project included specific liability concerns regarding the adjacent property, which had led to the legal department recommending a bid specification for the contractor to obtain a \$10,000,000 liability policy, instead of the usual \$1,000,000 County requirement.

Civil Deputy Prosecuting Attorney John Cafferty joined the meeting at 1:20 p.m.

Ms. Holmes and Mr. Cafferty explained that, in addition to the construction of the boat launch, the project scope includes a wall stabilization proposal for the property adjacent to the boat launch site. In response to questions from the Board, the potential benefits and risks of the wall stabilization were detailed by counsel. Mr. Snyder explained project requirements for a temporary dock displacement, which is required to facilitate the construction of the boat launch, and which adds to the time sensitive nature of the project.

Mr. Snyder stated that additional grant funding might be available to support the shortfall amount. The Board directed Mr. Snyder to speak to representatives from Wesslen Construction and inform them that their initial bid was in excess of the budget for the project, in an effort to determine whether the bid amount could be reduced. In addition, the Board directed Mr. Snyder to begin the process that would allow for application of additional grant funds, should they be required. Finally, Mr. Snyder was given permission by the Board to initiate plans for the dock displacement portion of the project, which is to be completed, regardless of the other issues.

Mr. Cafferty and Ms. Holmes clarified that the request for bid resubmission would not necessitate publication, and that only the bid opening would require publication, setting back the original project timeline by approximately two (2) to three (3) weeks.

- 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 1:58 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Nancy A. Jones, Deputy Clerk