

**Town of Garfield**  
**TOWN COUNCIL SPECIAL MEETING MINUTES – Final Draft**  
**November 30, 2009**

**CALL TO ORDER:** Mayor Jarrod Pfaff called the meeting to order at 7:02 p.m.

**ROLL CALL:** Jarrod Pfaff, Andrew Flodin, Larry Hunt, John Kuehner, and Rob Watkins. Staff - Public Works Superintendent Dave Ulrick, Clerk/Treasurer Annie Pillers. Absent: Tim Southern. Guests: Lisa Hampton and Eric Hasenoehrl.

**NEW BUSINESS:**

**CDBG-R Grant – 2<sup>nd</sup> Street Water Line Bids:** Mayor Pfaff introduced Eric Hasenoehrl and Lisa Hampton with Keltic Engineering. Eric reported on the bid results from the bid opening earlier in the day. There were 14 bids received. He reviewed the excel spreadsheet tabulating the results of the bidders. He noted the contractor's unit price governs the bid in case of a math error. The bids ranged from \$84,000 to \$232,000. He reviewed items left to right on the spreadsheet to see the ranges. The bottom 3 lowest bidders were considered with the bottom 2 getting reference checks, checking their contracts on hand, equipment on hand, and debarment from state and federal lists. Lisa checked the references, while Eric checked the equipment and contracts on hand. Back at the Keltic Office, Julee put the prices into the spreadsheet for evaluation purposes.

Eric noted M&L Construction, Inc. was the lowest bidder. He said there is always concern when the price is low, such as are they a solvent, can they do work, do they have good references, debarment? However, when they checked out M&L everything came back all green lights. They had great references. Eric explained that one thing that allows them to do this work for less money is that they own their own boring machine; they are doing the pavement work and laying of the pipe. They have the equipment and manpower to do it. Currently they have zero work on hand while the other contractors have work on hand. They are eager to do the work and their price reflects it.

Eric spoke with the owner, Ray and he is happy with his pricing, even with the 2<sup>nd</sup> bidder's price. He is ready to go to work. Eric indicated he was recommending the contract be awarded to M&L Construction and that the mayor be authorized to sign the appropriate paperwork to engage in this construction project. Lisa noted the contractor has 3 days to withdraw his bid. She further noted Kalin Excavating (the 2<sup>nd</sup> lowest bidder) was also checked and they were very reputable too. Both contractors have been in business for over 20 years. Eric reported that M&L was from Mead, while Kalin Excavating was from Colbert, WA.

Rob Watkins asked about the difference in price for mobilization, noting the \$6,000 spread between M&L and Kalin. Eric explained often times contractors want to frontload their project so mobilization is where they include insurance, profit, etc., since mobilization is a quantity that the contractor knows is not going to change. Larry Hunt also indicated that mobilization depends upon how much equipment the contractor owns or has to lease, etc. John Kuehner said it was amazing the difference in bids. Lisa confirmed the \$84,197 price is based upon the contractor not hitting rock. She noted the town was slated to receive \$108,000 - \$109,000 from the grant and that the granting agency (CDBG) wanted it awarded by 12/1/09. She thanked the council for being present and holding a special meeting.

Lisa noted with the \$25,000 extra grant funds possible; they had contacted Eric with CDBG about using those extra funds for other similar water line projects in town. Eric said sometimes the granting agencies will award less when the bid is lower or they will award the full amount and let the town use it for other similar projects.

Eric and Lisa clarified the following items are not included in the bid and would be extra if needed: rock excavation in the normal trench, boring under the railroad, and taking out any unsuitable soils

(too wet) and replacing with crushed rock. Eric thought if these items did have to be included there would still be some grant funds left over for other projects. Mayor Pfaff asked if there was an extra \$20,000 for the project, would it be better to drill across the school ball field with a boring machine. Eric said the plans now are to sod back the area and felt boring was not necessary, the money could be used better elsewhere. He said boring is reserved for surfaces that can't be disturbed, going under buildings or under railroad tracks. Boring is really important to use for sensitive areas that can't be disturbed. Larry Hunt asked Dave if he had any concerns or questions with the project. Dave said no. He felt it was laid out fairly well.

Larry Hunt **MOVED** that the town accept the 2<sup>nd</sup> Street Water Line Replacement bid from M&L Construction in the amount of \$84,197.02 and authorize the Mayor to sign the appropriate contract paperwork. Andrew Flodin seconded the motion and the motion carried unanimously.

Eric explained their role was to provide as much information as the town wants to have, recognizing the council has to answers to the constituents. He encouraged the council to call, email, or fax if there were other questions. He wanted to make sure the council had more than enough information to do what they needed to do. Mayor Pfaff expressed his appreciation for the work of Keltic and the information provided.

Lisa informed the council that the Notice of Intent would be prepared, giving the contractor the time frame to collect his documents. Once his documents were received the Notice to Proceed would be issued. Eric would talk with the contractor about his schedule. He noted the contractor is eager to get started. He can work later into the fall, until the ground freezes or heavy snows. The project has 180 days from the Notice to Proceed. He said the town could chose to hold the Notice to Proceed or give it to the contractor immediately. Typically the Notice to Proceed is given right away. Eric noted the contractor wanted to start at the school first. Mayor Pfaff reminded Eric the contractor needed to keep the road open as much as possible. Eric confirmed this, noting the contractor was told he would have control of the road when working on site.

Eric briefly addressed the railroad's requirement that a railroad flagger be on hand any time the contractor is working within 20 feet of the track. The contract was made aware of this and was provided the phone numbers to contact with any concerns. Eric clarified the contractor is responsible for the flagging cost and will be billed \$250 each day the flagger is on site. Lastly, it was noted the contractor had just finished a transitional housing sewer line project last week in Pullman where they had to work under the railroad track and it went fine.

**ADJOURNMENT:** Rob Watkins **MOVED** to adjourn the meeting at 7:21 p.m. Larry Hunt seconded the motion and the motion carried unanimously.

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**Jarrold Pfaff, Mayor**

**ATTEST:** \_\_\_\_\_  
**Annie Pillers, Clerk/Treasurer**