



## GENERAL SERVICES COMMITTEE

with

**Council Members Edinger, Evans & Miller**

**July 24, 2017, 12:00 p.m.**

### AGENDA

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#### VISION STATEMENT

Our vision of Coeur d'Alene is of a beautiful, safe city that promotes a high quality of life and sound economy through excellence in government.

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1. Purchase of One Patrol Vehicle and Three Unmarked Vehicles – Chief Lee White
2. Brooks Seaplane Agreement Renewal – Bill Greenwood
3. Change Order for the 2017 Open Trench Sewer Project – Mike Becker
4. Manhole Utility Adjustment – Pilot Test (Presentation) – Mike Becker

Library Community Room  
702 Front Street

*The City will make reasonable accommodations for anyone attending this meeting who require special assistance for hearing, physical or other impairments. Please contact Juanita Knight, the committee liaison at (208) 769-2348 at least three days in advance of the meeting date and time.*

CITY COUNCIL  
STAFF REPORT

DATE: July 19, 2017

FROM: Lee White, Chief of Police

SUBJECT: Purchase of vehicles

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**Decision Point:**

Authorization to purchase one (1) patrol vehicle and three (3) unmarked vehicles.

**History:**

The Coeur d'Alene Police Department has a long history of purchasing from our local dealerships at the State Bid price. The requested 2017 Ford Police SUV is a current model used by our Department and meets all the requirements for a patrol vehicle. Because the vehicle already comes equipped with some lights there will be minimal build time required to have the vehicle assigned to our fleet and ready for use. Additionally, some of the extra equipment that needs to be added to the vehicle to make it "street ready" will be repurposed from another vehicle that is being decommissioned.

Three unmarked vehicles in our fleet have very high mileage and are in varying states of disrepair and mechanical failure. The city shop has told us that based on the condition of these vehicles, repairing them is not in the best interest of the City, and we will surplus these vehicles.

**Financial Analysis:**

Lake City Ford has a 2017 Ford Explorer Police SUV that is available for patrol use. The vehicle, with state bid pricing and dealer-installed lights will cost \$36,069.00. Some additional police equipment will be needed to make this car ready for patrol use, but the department will make every effort to repurpose equipment from a surplus vehicle.

The department is currently looking at lease returns, used vehicles, and new vehicles for use in the detective division. Current bids have the price of these vehicles at approximately \$30,000 each, but we will continue to try to find the best price.

The Police Department had requested several vehicles in the FY 17/18 budget process, but most of those were removed. The department has budget capacity in this fiscal year to fund this purchase.

**Decision Point:**

The Police Department requests authorization to purchase one (1) patrol vehicle and three (3) unmarked vehicles.

## **GENERAL SERVICES STAFF REPORT**

**Date:** July 17, 2017  
**From:** Bill Greenwood, Parks & Recreation Director  
**SUBJECT:** **Brooks Seaplane Agreement Renewal** *(Council Action Required)*

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### **DECISION POINT:**

Extend the Brooks Seaplane agreement.

### **HISTORY:**

Brooks Seaplane has been leasing Bay 5 on the commercial dock for over 30 years.

### **FINANCIAL ANALYSIS:**

The rental amounts, as per the lease agreements, are increased each year based on the current CPI (Consumer's Price Index). The first year of the lease is \$4,670.24 payable as follows, \$3441.23 based on a monthly rental \$491.60 payable on April 1 2018 for the period of April 1, 2018 through October 31, 2018 and \$67.48 which are the 2% fee assessed by the Department of Lands. The off season rate of \$1229.01 is payable on or before November 1, 2018, for the periods of November 1, 2018 through March 31, 2019 and the 2% Department of Lands fee of \$24.10. Annual fee increases will be based on the western CPI

### **PERFORMANCE ANALYSIS:**

Brooks Seaplane currently has a 2-year lease extension of this agreement for the periods from April 1 2020 to March 31. 2022by submitting to the city a written request for an extension after April 1, 2019, and prior to September 1, 2019. Section 3 of this agreement allows them to submit a written request for a two-year extension of their lease.

### **DECISION POINT / RECOMMENDATION:**

Extend the lease agreement with Brooks Seaplane.

# PUBLIC WORKS COMMITTEE STAFF REPORT

**DATE:** July 24, 2017  
**FROM:** Mike Becker, Wastewater Utility Project Manager  
**SUBJECT:** Change Order for the **2017 Open Trench Sewer Project**

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## DECISION POINT:

The City Council is requested to approve Change Orders 1-3 for an increased cost of **\$134,132.41** to the City's Agreement with Big Sky Development - **2017 Open Trench Sewer Project** , for a total construction contract amount of **\$457,696.76**.

## HISTORY:

Typically, the Wastewater Utility (WW) has the contractor awarded the Open Trench Project prep and repave streets demo'd as part of the project scope. After advertising for bids, WW was approached to work with the Streets Department to complete this work and sub-sequentially these line items were removed from the bid via Addendum #1. However, due to a planned early spring construction, asphalt, staff and equipment availability, unseasonably wet spring, and the harsh winter's impact to our City Streets, the Street Department's effort and focus was reprioritized to repairing our City streets. Since BSD was willing to honor the lowest Base Course and Asphalt quote they received from their subcontractors, this scope of work was returned to the project via CO-001 and CO-002.

CO-003 is for the City Work Change Directives 1-6 for 3 new pedestrian ramps and associated surface restoration work and for extending the traffic control during the Water Department's work on Hastings Avenue.

## FINANCIAL ANALYSIS:

The following is a summary of the 2017 Open Trench Sewer Project Costs:

<b>Original Bid</b>		<b>\$323,564.35</b>
CO-001: Base Rock/Roadway Prep:	\$45,003.00	
CO-002: Asphalt Pavement:	\$76,614.25	
CO-003: Work Change Directives 1-6:	\$12,515.16	
<b>Total Change Order Amount:</b>	<b>\$134,132.41</b>	
<b>Total Adjusted Contract Amount:</b>		<b>\$457,696.76</b>

## PERFORMANCE ANALYSIS:

In compliance with the City's Agreement and with these Change Orders, BSD still completed construction by the May 31<sup>st</sup> contract date. The Wastewater Utility planned for this project during the FY 2016/17 budget and presently has the available funds for

## **PUBLIC WORKS COMMITTEE STAFF REPORT**

their portion of this project. Nearly 44% (\$58,763.98) of this change order total resulted in Cost Sharing with other City Departments and will be reimbursed to the WW.

### **RECOMMENDATION:**

It is staff's recommendation that the City Council approve Change Orders 1-3 for an increased cost of **\$134,132.41** to the City's Agreement with Big Sky Development - **2017 Open Trench Sewer Project** , for a total construction contract amount of **\$457,696.76**.