

**CALL TO ORDER**

Mayor Paul Helenberg called the February 22, 2016 regular meeting of the Castle Rock City Council to order at 7:30 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Kessler, Ellen Rose and Earl Queen. Councilmember Mike Davis was absent.

**BUSINESS FROM THE FLOOR**

1. Jana Gann, representing Festival of Lights committee requested council permission to use the Exhibit Hall building, on Front Avenue NW for a Spring Bazaar to be held April 30<sup>th</sup> from 9:00 am to 4:00 pm. The bazaar will be a fund raising benefit for the Festival of Lights. By consensus, all councilmembers agreed to allow use of the building for this purpose.

**PRESENTATIONS**

1. Police Chief Bob Heuer presented Renee Schuller with a plaque commemorating ten years of service as police clerk.
2. Officer Charlie Worley provided a Power Point presentation for the Shop With A Cop project. Officer Worley explained this project originated from Castle Rock Police Department over fourteen years ago; with a donation from Linda Bauska, a local business owner.

Business donations support the program, which targets Middle School age children. Each child is allowed a set amount to purchase Christmas items. Currently there are up to 25 children participating in the program with Castle Rock Police department. In addition, this project has evolved to include other departments such as Cowlitz County Sheriff, Woodland Police Department and several fire districts. A primary sponsor of this project is WalMart and locally one of the sponsors is Papa Petes Pizza.

Officer Worley invited councilmembers to join Castle Rock Police officers next time the event is held.

**DEPARTMENT REPORTS**

1. Councilmember Earl Queen attended a 911 Council meeting last week. He stated this was a presentation on issues with the CAD system and radios. The same information was provided to them last year, and there still is no resolution to the problem with the system.
2. Nancy Chennault reminded councilmembers of the upcoming CEDC Annual meeting on February 26<sup>th</sup> and the Quality of Life forum scheduled for March 3<sup>rd</sup>.

She also invited councilmembers to attend the upcoming Castle Rock Community

Development Alliance (CRCDA) annual meeting on March 7<sup>th</sup> at 6:30 p.m. at Castle Rock Senior Center. Chennault stated this is a chance for councilmembers to see how the city's Community Action Plan is being implemented. Eleven business owners will be present to provide information on how the city's improvements have impacted their decision to site their business in our city. This meeting will focus on improvements that have occurred within the past five years.

On March 9<sup>th</sup>, the Castle Rock Chamber of Commerce and CRCDA will participate in the Tourism Expo at the Cowlitz Expo Center. Chennault has been told that attendees will include various tour guides and planners.

#### CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Lee to approve the minutes to the February 8, 2016 regular council meeting. By roll call vote, Councilmember Rose abstained and Councilmembers Lee, Queen and Kessler voted 'Aye'. Motion passed.

#### OLD BUSINESS

1. Councilmember Kessler made a motion, seconded by Rose to adopt Resolution No. 2016-01, a resolution adopting the 2016 City of Castle Rock and Castle Rock School District #401 Park and Recreation Plan, on second reading. By roll call vote; unanimous 'Aye'.

#### NEW BUSINESS

1. Councilmembers reviewed correspondence submitted by Joe Plahuta, engineer for Gray and Osborne outlining the bids for the Water Treatment Plant Filter Repair project.

Bids results were:

<b><u>Bidder</u></b>	<b><u>Base Bid</u></b>	<b><u>Base Bid and Additive Item</u></b>
Rognlins, Inc	\$120,524.30	\$126,998.30
Combined Construction	\$123,927.03	\$149,693.55
<b>Engineer's Estimate:</b>	<b>\$104,663.00</b>	<b>\$107,900.00</b>

City Engineer Dominic Miller stated he recommends awarding the bid to Rognlins, Inc., subject to some budgetary constraints. Miller stated there was an amendment to the RCAC loan, which eliminated the telemetry work from the scope of the loan. Covington stated the mayor has submitted that request to RCAC; however they have not provided formal approval for the amendment.

Public Works Director Dave Vorse explained that the process to be used for the filter repair is a new application for this type of repair. Washington State Department of Health has been consulted and they see only a minimal risk. Vorse stated he hopes to get between ten and fifteen years use from this repair. The coating that will be applied

will serve as a free-standing structure.

Currently \$126,859 of the RCAC grant funds remain for the project and engineering costs. Vorse noted that originally the city had budgeted \$25,000 for replacement of the intake pump. By his estimates, there should be \$7,000 unexpended from that project which will provide the additional funds needed to complete the filter work at the Water Treatment Plant. If the project runs in other complications, Vorse proposed the city postpone the computer work that was budgeted. He stated currently the city's water source is from the wells. Vorse stressed the importance of getting the filter repaired before summer weather arrives.

In answer to Councilmember Kessler's question, Vorse explained that Washington State Department of Health is not saying the application will not work; they are only cautioning that this application has not been used for this purpose before. Vorse stated if council awards the bid for the filters; the telemetry work will not be completed due to lack of funds.

Covington summarized the available funding and the remaining engineering costs. She asked if the engineer will be amending their contract to remove costs for the telemetry system.

Councilmember Art Lee asked for an explanation for the gap between the lowest bid and the engineer's estimate. He noted there is almost an 18% difference; which makes it difficult for a city to budget for projects such as this. Mr. Miller stated the coating system is a unique application. Bidders were unfamiliar with the use of the technology and are having to warranty the project. In addition, this is a smaller job and the difference between the engineers estimate was for the underdrain replacement. This portion will need to be done by subcontractors; and they submitted a higher cost for that part of the project.

Vorse stated two items in the project are specific; the underdrain and the coating. This locks in the city for a more specific product. Mayor Helenberg noted it is difficult to assess the contracting market. Councilmember Kessler asked if this is standard now for the engineer's estimate to have such a variable from the bids submitted. Miller stated with the current market, this is not unusual.

In answer to Councilmember Kessler's question, Vorse stated he felt comfortable with the process and funding options. Washington State Department of Health has given their approval for this application. Miller stated this product is certified for potable use; however it has mostly been used for wastewater treatment applications.

Councilmember Kessler made a motion, seconded by Queen to award the base bid only

to Rognlin's Inc of Aberdeen, Wa., in the amount of \$120,524.30. By roll call vote; unanimous 'Aye'.

2. City Engineer Dominic Miller provided a summary of the bids received for the Exit 49 Pedestrian Improvement project as follows:

Advanced Excavating Specialists	\$454,722.50
Nutter Corporation	\$461,830.22
Tapani Inc.	\$463,374.00
Global Contractors LLC	\$472,670.00
Black Hills Excavating Inc	\$491,780.00
3 Kings Environmental Inc	\$503,059.00
Quigg Bros., Inc	\$573,432.00
NOVA Contracting Inc	\$590,220.00
P.R. Worth Inc	\$620,600.00
Engineer's Estimate:	\$269,625.00

Gray and Osborne correspondence dated February 8<sup>th</sup>, stated available funding for the project is \$449,448 and based on this, they recommend only awarding the base bid to Advanced Excavating Specialists.

Dominic Miller noted this was a rebid and the engineer's estimate was not updated from the original bid. This was because last August, Washington State Transportation Improvement Board (TIB) had already provided authorization to solicit bids under the original cost estimate. Gray and Osborne chose not to request additional authorization from TIB.

Vorse noted when the city originally solicited for bids; the bids came in approximately \$145,000 over the engineer's estimate. By rebidding and breaking down sections of the project into alternate additions to the base bid; the city thought bids would be more favorable.

Vorse explained the project has two funding sources; Washington State Department of Transportation (TAP Program) and TIB. In addition Cowlitz County Parks has awarded the city an additional \$30,000 for improvements, the city received a \$12,000 grant from rural development funding for Wi-Fi improvements and Comcast and CenturyLink will be providing \$7,000 for the use of the ditch for placement of their lines.

Vorse stated to move forward, the city still needs \$20,000 to \$25,000 for the project. No funds will be available through the county rural development funds and TIB will not provide further funds because the city also partnered with WSDOT.

Vorse stated options include:

- not to the project and return the funds to the granting agencies.
- commit at least \$21,000 of city funds toward the project. However this would only provide for a \$5,000 contingency. Vorse stated he felt \$34,000 would provide for a better contingency.
- borrow funding from the County's ELF Fund. Typically repayment is required within three years, along with interest.

Vorse stated the base bid is only for the pathway. It does not include the street lights, landscaping, crossing or the lights for the crossing. It does include installation of the conduit for the light systems.

Councilmember Kessler asked if there are time constraints to be considered. Vorse stated TIB only granted an extension to rebid the project; which would need to be completed this year. Timing of construction needs to be scheduled to reduce disruption for the businesses in that corridor, and State law requires bids to be awarded within thirty days from the date they were opened.

Mayor Helenberg asked if the project was not done; would the city need to refund the granting agencies for funds received for engineering costs that were expended up to this point. City Engineer Miller stated he did not know that answer; however he did not feel this would be required. Mayor Helenberg asked the engineer to verify if the city is obligated to pay back those funds. The mayor indicated he thought the city has already incurred over \$70,000 in engineering costs.

Miller suggested the city could ask the low bidder to hold open their bids.

Councilmember Rose suggested TBD funds could be used to repay the loan from the ELF Fund, if that was an option. Vorse stated the TBD Funds were slated for street projects and this is a pedestrian project.

Mayor Helenberg suggested the city request the low bidder extend time to allow councilmembers to better assess options for bridging the gap in available funding. The mayor cautioned that an adequate contingency is needed. This will also provide time for the city engineer to check with the funding agencies to see if the city will be required to repay funds already received.

Councilmembers agreed they do not have enough information to make the bid award. Mayor Helenberg tabled further discussion until the next meeting.

3. Councilmember Rose made a motion, seconded by Queen to approve payment of the invoice received from Castle Rock Chamber of Commerce in the amount of \$449.50 for one-half of the registration cost for participation in the America In Bloom program. By roll call vote, unanimous 'Aye'.
4. Councilmember Kessler made a motion, seconded by Rose to approve the contract with Cowlitz Wahkiakum Council of Governments for planning assistant services in an amount not to exceed \$28,000. By roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:37 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer Ryana Covington