

SPECIAL MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
NOVEMBER 19, 2009

MEMBERS PRESENT:

Lon Kellstrom Mayor
Bill Merrill Council President
Sharlene Wee Councilor
Pat Thompson Councilor
Jerry Bogart Council

STAFF PRESENT:

Eileen Stein City Manager
Brad Grimm Public Works Director
Lisa Young Finance Director
Paul Bertagna PW Project Coordinator
Kathy Nelson City Recorder

ABSENT:

Eric Porter Comm. Dev. Director

I. CALL TO ORDER

The meeting was called to order by Mayor Kellstrom at 9:56 a.m.

II. COUNCIL BUSINESS

- A. Discussion and Consideration of a Motion** to Award a Bid to Jarvis Roads LLC in the Amount of \$238,260 for Parking District and Sidewalk Infill Improvements on Hood Avenue and Main Street and Authorize the City Manager to Enter into a Contract

Councilor Merrill moved to award a bid to Jarvis Roads LLC, in the amount of \$238,260 for parking district and sidewalk infill improvements on Hood Avenue and Main Street and authorize the City Manager to enter into a contract. Councilor Weed seconded the motion.

Councilor Thompson voiced his concern that with bids coming in so low the contractors could be making cuts on the quality of the products they are using or in the quality of their work. He asked how the projects are inspected and how the specifications outlined in the bids are monitored. **Public Works Director Grimm** explained the projects are monitored and inspected by the City at every step and certification is sent from the supplier on the quality of the products used. **Councilor Thompson** asked what type of warranty is given. **Public Works Project Coordinator Bertagna** stated there is a one year warranty for all work. **Mayor Kellstrom** stated with inspections occurring at appropriate phases if there is a correction to make it occurs before the project gets too far along. **Director Grimm** stated the City uses a field inspection report he created for this purpose to insure every phase is done correctly by taking into consideration weather conditions, temperature, equipment and other particulars of the project.

Councilor Merrill stated recent stories in the newspaper have reported that many companies have reduced their profit margins just to keep their staff employed. **Director Grimm** agreed stating that many contractors are not charging for the use of their equipment as they have done in the past and subcontractors have also lowered their fees.

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He stated that most projects are coming in 30% to 40% below the City Engineer's estimates.

Councilor Thompson stated he would prefer to give weigh to local contractors on projects and not award based on the lowest bid. **Director Grimm** stated there are state laws that mandate the bidding process and while weigh can be given for eligibility or qualifications, weight may not be given for the location of a company.

Mayor Kellstrom asked **Manager Stein** to pursue the matter further with City Attorney Bryant and she stated she would.

The motion carried unanimously.

III. ADJOURN

The meeting was adjourned at 10:05 a.m.

Respectfully Submitted,

Kathy Nelson, City Recorder

Lon Kellstrom, Mayor