

**SPECIAL
CASCADE COUNTY COMMISSION MEETING
MARCH 5, 2018
COMMISSION CHAMBERS
COURTHOUSE ANNEX, ROOM 111
10:00 AM**

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Recorders Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). This written record is in draft form until officially approved on March 13, 2018

PRESENT:

Cascade County Commission: Madam Chair Jane Weber, Commissioner Joe Briggs (excused), and Commissioner Jim Larson

Cascade County Staff: Carey Ann Haight – County Attorney’s Office, Brian Clifton – Public Works, Bonnie Fogerty – Commission Office, and Frank Warren – Clerk and Recorder’s.

Public Present that signed the attendance sheet: There were none

CALL TO ORDER: Madame Chair Weber called the special meeting to order.

PLEDGE OF ALLEGIANCE: Everyone participated in reciting the pledge of allegiance.

SPECIAL MEETING ITEM #1

MOTION TO APPROVE/DISAPPROVE

Contract # 18-50:

Contract by and between Cascade County and United Electric, LLC for the Montana Expo Park 4 Seasons Arena Emergency Voice Alarm Communication Systems. **R0352071**

Exhibit A: Bid Opening Minutes, Bid Tabulation Sheets, Capital Acquisition Request Form, Bid Form – Liberty Electric, Bid Form – Loenbro Plumbing & Heating, Bidders Package – United Electric, and United Electric Agreement.

Brian Clifton presented the staff report.

Comments:

Chair Weber requested clarification, from Brian Clifton, regarding whether the other two bids were higher than bid received from United Electric.

Brian Clifton confirmed the other bids as follows. Liberty Electric bid amount was \$ 302,327.00, Loenbro Plumbing & Heating bid amount was \$ 228,388.00, and United Electric bid amount was \$ 127,000.00. The Public Works estimate, for this job, was \$ 150,000.00. The United Electric bid comes with a one-year warranty on equipment and labor. The 50% performance bond was received, from United Electric, on March 5, 2018. It was communicated that a \$ 28,000.00 amount will be added on, to the \$ 127,000.00 bid amount, to

allow for the costs of the covers and shields on the devices. These items are not required, but Public Works wishes to have them added on to allow for enhanced protection of the system.

Chair Weber inquired, of Carey Ann, as to whether that additional amount, which was not included in the initial request for bids, would be considered an acceptable expense to be added on.

Carey Ann Haight verified this is acceptable as the need arises.

Chair Weber asked if this would require additional Commission action.

Brian Clifton responded that would not be the case as this type of scenario is handled as a contingency fee add-on item. The Capital Acquisition Request Form indicates the full cost amount, of \$ 155,000.00, which is comprised of the \$ 127,000.00 contract price and the \$ 28,000.00 contingency amount which would cover any additional items that might come up.

Carey Ann Haight added that regarding the performance bond there is a provision which stipulates we must indicate which form was used.

Brian Clifton communicated that a Surety Performance Bond form was used and that the bond was for the full \$ 127,000.00 bid amount.

Commissioner Larson made a **MOTION** to approve Contract 18-50, as follows: "I move the Cascade County Commission approve Contract 18-50, bid proposal from United Electric, LLC, for the design and installation of an Emergency Voice/ Alarm Communication System at ExpoPark Four Seasons Arena and Exhibition Hall located at 400 3rd Street NW, as described in the corrected staff report, for a total bid award of \$ 127,000.00 and instruct staff to complete the purchasing process.

Motion carries 2-0

SPECIAL MEETING ITEM #2

MOTION TO APPROVE/DISAPPROVE

Resolution # 18-19:

A resolution requesting distribution of bridge & road safety & accountability funds. **R0352069**

Comments:

Brian Clifton shared that Montana Department of Transportation (MDT) sent written notification (**See Exhibit A**) on the Bridge and Road Safety and Accountability Program/HB 473 Fuel Tax Allocation. It was communicated that the new user fee was effective on July 1, 2017, and that the Cascade County share of that fee, for the 2018 allocation, would be \$ 72,755.82. Beginning March 1, 2018, allocation distribution may be requested, from MDT. The money is a local match and is a 20:1 match. The county must match each \$20 requested for distribution with at least \$1 of budgeted matching funds. The county match will be approximately \$ 4,000.00. The County also will need to identify the appropriate fund within the County Budget from

which the match will come. The local match, for the allocated funds, has been budgeted from the Road Services/Raw Materials Fund. It was then shared that this will be an annual allocation process, with a new resolution required each year.

Commissioner Larson asked if the \$ 72,755.82 amount will change in future years.

Brian Clifton responded that it should go up next year, as this allocation was for a partial year.

Commissioner Larson made a **MOTION** to approve Resolution 18-19, as follows: "In compliance with HB 473, I move the Cascade County Commission approve Resolution 18-19, the distribution of bridge & road safety & accountability funds in the amount of \$ 72,755.82.

Motion carries 2-0

PUBLIC PARTICIPATION IN DECISIONS OF BOARD AND ALLOWANCE OF PUBLIC COMMENT ON MATTERS THE COMMISSION HAS JURISDICTION, ON ITEMS NOT COVERED BY TODAY'S AGENDA. None

ADJOURNMENT: The meeting was adjourned at 10:21 AM