

Gallatin Gateway County Water & Sewer District

PUBLIC MEETING

Date: JANUARY 26, 2017

Time: 6:30PM

Place: Gallatin Gateway School, 100 Mill St., Gallatin Gateway, MT

For: Special Meeting of the Board of Directors

AGENDA

I. Public Participation on Non-Agenda Items¹

II. Conflict of Interest Disclosure²

III. Regular Business

- A. Review of Engineer's Recommendation to Award Sewer Project Contract to JR Civil and Discussion and Decision on Request for USDA Concurrence to Award Construction Contract

IV. Adjourn

¹ The opportunity for members of the public to comment on District matters which are not on the agenda. Time limits may be imposed at the discretion of the President.

² An opportunity for Board members to disclose any potential, perceived or real conflict of interest on any item on the agenda or for any District business.

Gallatin Gateway County Water & Sewer District

MINUTES OF THE

BOARD OF DIRECTORS

A special meeting of the Board of Directors of the Gallatin Gateway County Water & Sewer District was held at the Gallatin Gateway School, 100 Mill St., Gallatin Gateway, MT, on January 26, 2017. Present at the meeting were board members Eric Amend, Ted Border, Ashley Kroon and David Sullivan. General Manager Matt Donnelly and Secretary Maralee Parsons Sullivan and Kurt Thomson from Stahly Engineering were also present. Public attendees: Ed Matos.

President Border called the meeting to order at 6:30 p.m. Secretary Maralee Parsons Sullivan recorded the minutes of the meeting.

PUBLIC PARTICIPATION OF NON-AGENDA ITEMS

President Border asked for public comment on non-agenda items. Ed Matos introduced himself, and said he has a client with a small development in the planning stages on Axtell Road near Hwy 191. He has been in contact with GM Matt Donnelly about the process for joining the District. He understands that GGWSD will be connecting to FCWSD for treatment and disposal, stated he is very supportive of the project, and will work with both Districts to understand the best options for hooking up to the public sewer system.

CONFLICT OF INTEREST DISCLOSURE

President Border asked if there were any items of conflict of interest, or potential conflict of interest, to be raised. None were raised.

REGULAR BUSINESS

Review of Engineer's Recommendation to Award Sewer Project Contract to JR Civil and Discussion and Decision on Request for USDA Concurrence to Award Construction Contract

Kurt Thomson advised that Stahly has completed the review of the 10 bids submitted, and RD is also currently reviewing them. He noted that no significant errors were found in the bid results, and reference checks on the low bidder, JR Civil, yielded positive reviews. He talked to 3 people, covering 4 projects, discussing capability, equipment, professionalism, overall impressions. He noted that their review indicates that JR Civil is technically and financially capable of performing the work. He stated that the engineer's recommendation is to award the construction contract for the wastewater improvements contract to JR Civil. He further stated that because the bids came in under budget, he recommends the Board also award the two alternate bids that were received for 1) water well at the lift station and 2) natural gas upgrade to the generator. Board discussion included comments on the wide variability of individual line item bids across the 10 bidders, and it was noted that "utility conflicts" line items are the same for force main and lift station. In response to President Border's question about what types of projects the reference checks were involved in, Mr. Thomson advised they were mostly rehab projects and subdivision work. GM Donnelly stated that staff supports the engineer's recommendation to

award the contract to JR Civil, as well as the recommendation to include the 2 alternate bid items.

GM Donnelly reviewed Resolution 2017-02 with the Board, which 1) directs the GM and Treasurer to request concurrence from relevant grant agencies to issue a Notice of Award to JR Civil in the amount of \$2,882,096.91; 2) authorizes the District President to sign and issue a Notice of Award to JR Civil, upon receipt of concurrence from relevant agencies, and 3) authorizes the District President to sign the construction contract, upon review of District's attorney and receipt of concurrence from relevant grant agencies.

Director Sullivan made a motion to adopt Resolution 2017-02; Director Amend seconded the motion. There was no further Board discussion and no public comment. The motion passed 4-0.

GALLATIN GATEWAY COUNTY WATER & SEWER DISTRICT
RESOLUTION NO. 2017-02

RESOLUTION REQUESTING USDA CONCURRENCE TO AWARD CONSTRUCTION
OF WASTEWATER PROJECT TO JR CIVIL AND
CONDITIONALLY AUTHORIZING THE PRESIDENT TO AWARD CONTRACT

WHEREAS on January 12, 2017, after duly advertising for construction bids to fund the Gallatin Gateway Wastewater Project, construction bids were opened at the offices of Stahly Engineering in Bozeman, MT; and

WHEREAS on January 23, 2017 Stahly Engineering, after review of all bid documents, recommended that the construction award be granted to JR Civil with headquarters in Sheridan, WY and offices in Billings, MT; and

WHEREAS the Board of Directors has reviewed the engineer's recommendation and supporting materials, and has solicited and considered public comment;

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Gallatin Gateway County Water and Sewer District, Gallatin County, Montana as follows:

1. GM and Treasurer to Request Agency Concurrence. The General Manager and Treasurer are directed to request concurrence from relevant grant agencies, specifically including Rural Development in conformance with UWP Bulletin 1780-34, to issue a Notice of Award to JR Civil in the amount of \$2,882,096.91, said amount to be inclusive of additive alternates AA-1 and AA-2.

2. President Conditionally Authorized to Issue Notice of Award. Upon receipt of concurrence to issue Notice of Award from relevant grant agencies, the President is authorized to sign and issue a Notice of Award to JR Civil.

3. President Conditionally Authorized to Sign Contract. Upon review of contract documents by the District's attorney and after receipt of concurrence to sign contract from relevant grant agencies, the President is authorized to sign the construction contract.

Passed and approved by the Board of Directors this 26th day of January 2017.

GALLATIN GATEWAY COUNTY WATER AND
SEWER DISTRICT

President Border then asked for unanimous consent to adjourn. Seeing no objection, the meeting was adjourned at 6:53 p.m.



Secretary