A special meeting of the Carson City Parks and Recreation Commission was held on Thursday, November 5, 1998 in the Community Center Sierra Room, 851 E. William St., Carson City, NV at 5:30 p.m.

PRESENT: Chairperson Robert Kennedy
Vice Chairperson Larry Osborne
Cheryl Adams
Julie Butler
Jon Plank
John Simms
Charles Wright

STAFF: Steve Kastens, Parks and Recreation Director
John Iratcabal, Purchasing Director
Barbara Singer, Recreation Superintendent
Scott Fahrenbruch, Parks Superintendent

Kurt Meyer, Recreation Supervisor
Joel Dunn, Recreation Specialist
Fran Smith, Recording Secretary
(PR 11/5/98 1-0000.5)

NOTE - Unless otherwise indicated items were presented by Vice Chairperson Osborne and Chairperson Kennedy. Individuals speaking are identified following the heading of each item. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

A. CALL TO ORDER - Vice Chairperson Osborne called the meeting to order at 5:36 p.m. A roll call was taken and a quorum was present although Commissioners Elverum and Martel were absent and Chairperson Kennedy did not arrive until 5:38 p.m.

B. APPROVAL OF MINUTES - None.

c. PUBLIC COMMENT - None.

AGENDA ITEMS

1. REVIEW AND POSSIBLE ACTION ON CHANGES TO PREVIOUSLY APPROVED FUNDING ALLOCATION TIME LINE FOR QUALITY OF LIFE CAPITAL PROJECTS - (1-0016.5) John Iratcabal, Purchasing Director - Clark Gribben - Bruce Scott - Mike Fischer - Mr. Kastens thanked the Commissioners for responding to his need to hold this special meeting. He then commented on the information he had provided just prior to the meeting saying one related to the options on the aquatic facility and the other was a cost analysis sheet that the architect, Clark Gribben and Associates, had put together to help staff and the Commission to understand the bids as compared to the original estimate for the project.

Chairperson Kennedy arrived at 5:37 p.m. and Vice Chairperson Osborne passed the gavel.

(1-0060.5) Mr. Kastens then referred to the staff report commenting that it indicated the lowest bidder was substantially lower than those of the other three. Exhibit A in the packet was a bid tabulation report which he reviewed. He added although the bids were much higher than staff's original estimate he felt they reflected a valid cost for the project explaining that the other three bids were all within $50,000 of each other. However, he also said even the low bidder was above the original budgeted figure. He referred to Exhibit C, a 7-10-98 spread sheet, in which the estimate was $3,400,000.

(1-0089.5) He added in order to accomodate the low bid additional funding needed to be secured. He added that he and staff had met and tried to come up with adjustments that could accomodate the award of the bid. He said the result was Exhibit B which reflected the areas of adjustments. He explained they were Mills Park, previously budgeted for $280,000 for '98-99 now proposed to be $120,000. Therefore there was a $160,000 reduction in those years. The second item was the Fairgrounds, previously shown as $275,000 for '98-99. The new recommended figure was $125,000 which is a reduction of $150,000. The next item was trails and bike paths at an original figure of $225,000 for '98-99 and there is a recommended figure of $170,000. He emphasized with this process no funding was being taken away from those projects but rather deferring when the monies would be expended and asked that the Commission look at the totals which had not changed from the original figures. He said the reason staff had been able to make the changes was that bonds had recently been sold for $4,720,800. He talked about the section in Exhibit C where Debt Service/Bond Cost was shown. He explained when these were sold the City got an excellent rate. Therefore, that reduced the cost and referred to Exhibit B where the cost figures were shown as being reduced. He then explained they were able to take the savings of approximately $99,000 per year and put it into any of the other line items listed in Parks Capital.

(1-0217.5) At this point Mr. Kastens asked the Commission how they want to approach the dilemma. He had put together a sheet listing aquatic facility options. He added he had met with the City Manager, Deputy City Manager, Finance Director, Deputy District Attorney, and Purchasing Director to brainstorm what options the City has for award or rejection of bids. He said they had come up with three options. The first was to reject the bids and re-bid. However, he explained they can't do that without a good reason. He said a reason was to determine that the bidding climate has something special going on, i.e. a lot of projects going on and the contractors were not really interested in the project. He emphasized that staff could not make that determination in this case because there had been four bidders. He said another reason would be to re-design the project but this is not a project where the configuration could be changed. He explained that the intricacies are so intertwined that this can't happen and also it cannot be phased. He then explained that the building cannot be shrunk because there would not be enough deck space to accomodate swim meets and possibly even daily swimming. He added if the building were smaller there would be no space for the therapy pool and another location would have to be found. He then said another option would be to attempt to negotiate out some items but $200,000 would be the most that could be gained. He explained that once a bid is awarded and then there is an attempt to eliminate items the contractor gets concerned because of his/her profit situation. He said the next option would be to award the contract and come up with the additional funding which is what staff was recommending. He felt that the column the Commission should be concerned with is '98-99 because they need to make sure the totals do not decline. He reiterated that no funding levels would be reduced but rather the projects would be spread out. He asked Mr. Iratcabel if he felt the situation had been covered. Mr. Iratcabel expressed his feeling it was a good presentation and said he was available to respond to any questions the Commission had.

Chairperson Kennedy declared a recess at 6:00 p.m. so that the Commission could study the information because there had been a typographical error in the figures. When he reconvened the meeting at 6:05 p.m. a quorum was present.

(1-0351.5) Mr. Kastens said the figures had been corrected during the recess and was comfortable asking the Commission to approve the '98-99 figures or approve the additional funding for the aquatic facility which is $3,886,353. He added he would re-do the spread sheets for the Commission.

(1-0406.5) Commissioner Plank felt that rejecting the bid was not acceptable because of the time delay and additional costs it would result in. Mr. Gribben said everything that has been spent to this point has no salvage value on a re-design and re-bid. Mr. Iratcabal said a re-design would probably cost $9-10,000. Mr. Gribben then said his estimate of what had been spent to date is $160,000. Mr. Kastens commented because of the dollar figure of the bids and the estimate, if it is over ten percent, it is the obligation of the architect to re-design the project at no cost to the City. At this point Commissioner Plank commented if you start cutting back on a project it causes problems and cited the Pony Express Pavilion as an example. He felt that all the bids were good and Mr. Iratcabal said he was confident they were. Commissioner Plank then expressed his belief that the Commission should accept staff's recommendation. Commissioner Butler asked if the City had previous experience with the low bidder and Mr. Kastens confirmed they had and that the product was satisfactory. She then expressed a concern that the difference in the bids could be a cutting back in quality, etc. Mr. Kastens commented that the plans and specs are well spelled out and in order to deviate from them the bidder would have to come to staff to go for the reductions. He then said the budget would include a contract manager. He added he had talked to Vanir, the contract management company who is working on the new safety complex, about it and they had said they were interested.

(1-0603.5) Commissioner Osborne said the fact is that the budget is still approximately $500,000 short. He agreed with what Commissioner Plank had said that a re-bid would not help. He was not sure that the people Mr. Kastens had met with could decide what is in the best interest of the community or that the Commission could either without more public input. He expressed his disappointment that word of the problem had not gotten more media attention so that the public could express their opinions. He also asked what the time line is for taking this to the Board. Mr. Kastens explained that the contract calls for the project to be completed in 270 days. He added if this goes to the Board on November 19 and they award the bid construction could start November 30. He said after 180 days or May 29 a fifty meter would be enclosed and some of the work would be done on the locker rooms. He then commented that everybody would be transferred out of the existing indoor pool and into the new pool with new dressing rooms which would be completed by then. He said the contract calls for an additional 90 days to do that which puts the project at August 27. He then said if there is a delay awarding the contract and it goes to December 14 then 180 days for the fifty meter pool would put it into June 14. He added if the pool is not ready by June 1 it would impact the community, not only in the ability to utilize the facility for public use, but the swim lesson program. He commented that staff was comfortable that with the first schedule they would be able to negotiate with the contractor the ability for the swimmers to go from the fifty meter pool into the 25 yard pool only. Commissioner Osborne asked what would happen if other projects come in over budget and what assurances could staff give that they would be back on track. Mr. Kastens explained that when Question 18 was developed they were not locked in to a certain figure because it was not a bond issue. He said the public had been told with the 1/4 sales tax override in the future the facilities they wanted could be built, i.e. new soccer fields, T-ball fields, a new gymnasium, etc. He said he was willing to be responsible and meet with the public on any of the projects. Commissioner Plank talked about the fact that Question 18 has no sunset and said everything that was promised would be done although the time line, cost estimates, and priorities could change. Commissioner Simms agreed with his position. Mr. Scott said he was at the meeting on behalf of Carson Aquatics. He added he had been involved in Question 18 and is also on OSAC. He encouraged the Commission to support staff's recommendation for proceeding with the aquatic facility project. He also suggested that an eye be kept on the construction management and the process of construction. Mr. Fischer, past president of the Carson Aquatic Club, felt that Mr. Kastens had given the Commission an excellent presentation. He added he needed to get a resolution at this meeting because of the people he has to contact. At this point Chairperson Kennedy agreed with his comment about the presentation and supported the recommendation. Commissioner Wright moved that the Commission recommend approval as presented by staff. Commissioner Plank seconded the motion. Motion carried 7-0-2-0.

GENERAL DISCUSSION - None.

There being no further business Commissioner Plank moved to adjourn. Commissioner Simms seconded the motion. Motion carried 7-0-2-0. Chairperson Kennedy adjourned the meeting at 6:51 p.m.

The Minutes of the special November 5, 1998 meeting of the Carson City Parks and Recreation Commission

ARE SO APPROVED__12/15__, 1998

/s/____________________________
Robert Kennedy, Chairperson