

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
April 17, 2018 – WORK SESSION

Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Clearfield City Hall
Executive Conference Room
55 South State Street
Clearfield, UT 84015

6:00 P.M. WORK SESSION

Update and Discussion on the Public Works/Parks Maintenance Building Phase 2 Project

Discussion on Marketing and Community Building

Discussion on the Award of Bid for the Clearfield Aquatic and Fitness Center Water Feature Replacement

Discussion on the 2018/2019 Fiscal Year Budget

****ADJOURN AS THE CITY COUNCIL ****

Dated this 11th day of April, 2018.

/s/Nancy R. Dean, City Recorder

The City of Clearfield, in accordance with the ‘Americans with Disabilities Act’ provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Scott Hodge, Public Works Director
MEETING DATE: April 17, 2018
SUBJECT: Update on the Public Works/Parks Maintenance Building Project.

RECOMMENDED ACTION

Discussion to update the Mayor and City Council on the progress of the Public Works/Parks Maintenance Building Phase 2 project.

DESCRIPTION / BACKGROUND

This project was awarded to Northridge Construction June 13, 2017 with work starting the end of June 2017. The scope of work for this project is to construct a new building to house the Parks Maintenance Division of the Community Services Department and the Administrative Office area for the Public Works Department. The new building totals 19,012 square feet and has a footprint of approximately 100' X 275'. Other work associated with this project involves the relocation of the city fueling station and the demolition of the old Parks Maintenance building with site improvements of water, sewer and storm water services, parking lots, drives and landscaping.

The Parks Maintenance portion of the building will consist of 5-74' X 20' maintenance/storage bays, with other separate areas for welding and carpentry work rooms and irrigation, paint, pesticide and tool storage rooms. There are also shower/locker/restrooms for both men and women and a kitchen/training room with three 16'X 74' mezzanines over the work/storage areas and an office area for the Parks and Open Space manager and staff.

The Public Works Administrative area will have seven offices, reception counter, conference room breakroom, restrooms, and storage/work rooms. The building will have a fire sprinkler system throughout.

IMPACT

FISCAL

Funded Budget	\$4,025,000.00
	<u>Contract Price</u>
Northridge Construction Bid	\$4,043,000.00
Change Order #1 - value engineering reduce bid (\$222,715.00)	\$3,820,285.00
Change Order #2 - storm water and other site work add \$37,974.90	\$3,858,259.90
Change Order #3 – masonry winter conditions add \$46,204.53	\$3,904,464.43



Outstanding Change orders – Unresolved

Power Wash Equipment Support		\$ 600.00
ADA Door Controller	Estimate	\$ 2,500.00
Trench Drain (east side)		\$ 7,700.00
Restroom/Shower Modifications	Estimate	\$15,000.00

Estimated total for outstanding Change Orders \$ 25,800.00

Design Change Orders

Update Geotech Report		\$ 5,000.00
Electrical Engineer		\$ 2,000.00
Site Survey		\$ 1,000.00
Restroom Modifications	Estimate	\$ 3,500.00

Estimated total design Change Orders \$ 11,500.00

Owner Provided Items

Rocky Mountain Power Service Connection		\$ 8,110.00
Questar Gas		\$ 3,061.05
Third Party Inspection	Estimate	\$ 8,000.00
FF&E and appliances	Estimate	\$75,000.00
Data/Voice/Door Access wiring	Estimate	\$24,000.00

Estimated owner provided items \$ 118,171.05

Contingency \$ 35,000.00

Total Project Cost Estimate **\$4,094,935.48**

Budget Shortfall Estimate **(\$69,936.48)**

a. OPERATIONS / SERVICE DELIVERY

SCHEDULE / TIME CONSTRAINTS

The new building is scheduled to be ready for occupancy the first part of June, with the old parks maintenance building to be demolished after the parks can relocate their equipment into the new build.

LIST OF ATTACHMENTS



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Trevor Cahoon
MEETING DATE: April 17, 2018
SUBJECT: Marketing and Community Building

RECOMMENDED ACTION

Discussion on upcoming Pop-up Open Houses and Community Building.

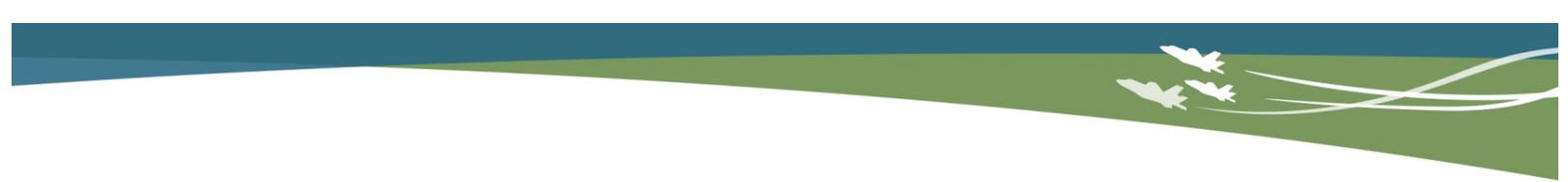
DESCRIPTION / BACKGROUND

During the Bi-annual Budget Retreat in February we had a discussion about creating community within our City. One of the items discussed was the need to do outreach activities which provided “leaning points” in an area of the city. In response to this need, we have created a series of smaller events that will run in June and August. These events will take place at some of our smaller community parks around the City. The dates will be as follows:

- Wednesday June 13 – Train Watch Park
- Thursday June 21 – Island View Park
- Wednesday August 1 – Jacobsen Park
- Thursday August 16 – Hoggan’s Park
- Wednesday August 22 – 200 South Park

These Pop-up Open Houses will be largely unstructured events. Each department may be represented by providing something to “lean against;” these points may include but aren’t limited to:

- Fire engine
- Police patrol car
- Snowplow
- Large Mower
- Code Enforcement
- Fitness Equipment or Water Toy
- Recreation demonstrations
- Food truck
- Armadillo



Representatives will be there to talk to the public but the main goal is to provide an opportunity for the residents of the area to spend time getting to know their neighbors and have fun. Members of council are encouraged to attend any number of the events. It is recommended that Council Members notify Nancy Dean which events they are planning to attend so proper notice may be made if there will be a quorum present.

In addition to Pop-up Open Houses we will be hosting Monthly Community Leadership Luncheons. These luncheons will have representatives from Public Works, Community Development, Community Services, Community Relations, and the Executive Department. These departments will give updates as to what projects or events are happening or planned within the City. These luncheons will take place on the third Tuesday of each month. For those who cannot attend these in person can attend virtually through our web-broadcast.

Email, Social Media, and Mailers will be used in the marketing of each of these events. The Communications Division will mail post cards to the neighborhoods that the Pop-Up Open Houses will be coming to.

IMPACT

a. FISCAL

Fiscal impact is minimal to current year's budget. The Community Luncheons and Pop-Up Open Houses have been budgeted within the FY 2019 Budget.

b. OPERATIONS / SERVICE DELIVERY

Departments when available will drive their vehicle into the neighborhood park and be available for comment and discussion if necessary.

SCHEDULE / TIME CONSTRAINTS

- Wednesday June 13 – Train Watch Park
- Thursday June 21 – Island View Park
- Wednesday August 1 – Jacobsen Park
- Thursday August 16 – Hoggan's Park
- Wednesday August 22 – 200 South Park



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Eric Howes, Community Services Director
MEETING DATE: April 17, 2018
SUBJECT: CAFC Play Structure Replacement Bids

RECOMMENDED ACTION

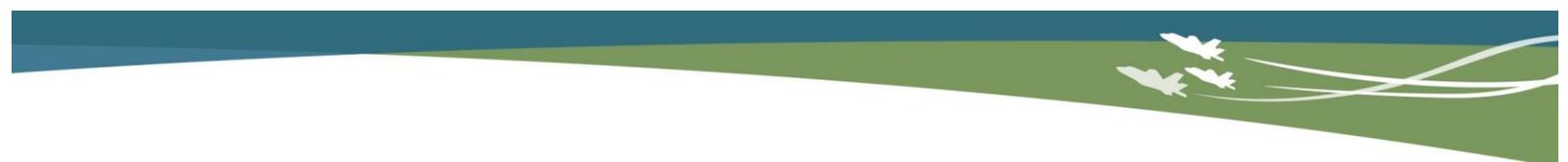
Staff is asking for feedback from council regarding the CAFC Play Structure replacement project. Bids have come back significantly higher than the budget for the project. This is a PARAT Tax funded project and our options are to discuss the possibility of cost reductions with the apparent low bidder, increase the project budget, some combination of these two options, or to reject all bids and rebid the project at a later date.

DESCRIPTION / BACKGROUND

For much of the past year, staff has been working with Water Design Inc. to design and prepare for the replacement of the existing play structure in the leisure pool at the Aquatic and Fitness Center. Initial cost estimates for the project ranged from less than \$150,000 to \$175,000. Staff recommended an allocation in the FY18 budget of \$150,000 from the PARAT Tax based on similar projects in the state that had recently been completed.

The bids were opened on April 5th and two bids were received. CEM Aquatics is the apparent low bidder with a total bid of \$234,978. This bid also includes \$11,919 in taxes that we would not have to pay as a tax exempt municipality. The second bid was from Teca Aquatics Innovations Inc. with a total bid of \$336,820.

Clearly there is a wide discrepancy in the two bids received and both are significantly higher than the existing budget. Removing the included taxes from the apparent low bid would reduce the total bid price to \$223,059, leaving the total project cost \$73,059 over budget. Prior to the meeting, staff will contact CEM Aquatics regarding potential changes that could be made to reduce the overall cost of the project and report back on the 17th.



IMPACT

a. FISCAL

Potentially \$73,059 from PARAT Tax

b. OPERATIONS / SERVICE DELIVERY

Although the existing play structure is still functional, it is faded and worn and in need of replacement. However, the existing structure could potentially continue to operate for the next couple of years without major problems. The replacement of this structure was proposed as an enhancement to the facility that would also provide improved visibility for staff in this area of the leisure pool.

ALTERNATIVES

As a PARAT Tax funded project, our alternatives include the following:

1. Discuss options for cost reductions with the apparent low bidder
2. Increase project budget
3. Some combination of option 1 & 2
4. Reject all bids and not complete the project
5. Reject all bids and rebid the project at a later date

SCHEDULE / TIME CONSTRAINTS

The installation of the new play structure is intended to be completed during the annual pool shutdown in September. The lead time for the play structure components is 12-16 weeks and would require an order to be placed by May 1, 2018 to ensure that the project could be completed during the shutdown.

LIST OF ATTACHMENTS

N/A