

PUBLIC WORKS COMMITTEE REPORT
December 15, 2010 2:35 PM
City Council Chambers

Members Present: Ed Childers, Dick Haines, Roy Houseman, Bob Jaffe, Renee Mitchell, Dave Strohmaier (**No quorum present**)

Members Absent: Jason Wiener (chair), Lyn Hellegaard, Marilyn Marler, Stacy Rye, Pam Walzer, Jon Wilkins

Others Present: Steve King, Kevin Slovarp, Jack Stucky, Doug Harby, Chris Odlin, Heather Barnhart

I. ADMINISTRATIVE BUSINESS

- A. Approval of the minutes of [December 1, 2010](#) Approved as submitted
- B. Announcements—None
- C. Public Comment on Non-Agenda items—None

II. CONSENT AGENDA ITEMS

- 1. Approve the purchase of one (1) 2011 Chevrolet 4 Wheel Drive 1500 Commercial Tahoe from Karl Tyler Chevrolet of Missoula, Montana for \$33,795. This purchase is a cooperative purchasing agreement with the State of Montana. ([memo](#))—Regular Agenda (Jack Stucky) **REMOVE FROM AGENDA (NO QUORUM PRESENT)**

Motion: The committee recommends the City Council approve and authorize the Mayor to sign an agreement with the Montana Department of Transportation (MDT) for the purchase of One (1) 2011 Chevrolet 4 Wheel Drive 1500 Commercial Tahoe from Karl Tyler Chevrolet of Missoula, Montana for \$33,795.

Jack Stucky, Vehicle Maintenance Superintendent, said the Police Department was replacing a regular patrol car with a 4 wheel drive vehicle that will serve a patrol car function with the added capability of 4 wheel drive access; this would improve service to areas that are difficult or impossible to reach in a traditional 2 wheel drive vehicle. He is asking the committee to recommend the purchase of one 2011 Chevrolet 4 Wheel Drive Commercial Tahoe for \$33,795.00.

Dave Strohmaier made the motion to approve the purchase of one 2011 Chevrolet 4 Wheel Drive 1500 Commercial Tahoe from Karl Tyler Chevrolet of Missoula Montana for \$33,795.00 in a cooperative purchasing agreement with the State of Montana.

Renee Mitchell asked how many times the Police Department needs access to a 4 wheel drive vehicle.

Chris Odlin, Patrol Captain, said the department needed the use of a 4 wheel drive vehicle three times in the last three weeks; to shut down Hillview Way and Gharrett Street, for a disturbance on Linda Vista, and a party on Quaking Aspen Lane. He said this would be used as a command vehicle with specialized equipment.

Dick Haines asked what the difference in price was for a 4 wheel vehicle versus a regular patrol car.

Jack Stucky said there would be approximately \$2,000.00 less for a Chevrolet Tahoe.

The motion was passed unanimously.

- 2. Approve the right-of-way encroachment permit for 110 North Higgins (Old Macy's building). ([memo](#))— Regular Agenda (Doug Harby) **REMOVE FROM AGENDA (NO QUORUM PRESENT)**

Motion: The committee recommends the City Council approve and authorize right-of-way encroachment permit for 110 North Higgins.

Doug Harby, Construction Project Manager, said it is common in the older business districts to have varying degrees of encroachments into adjacent rights-of-way. This building is located at 110 North Higgins and was most recently owned by Macy's. He said the applicant is Octagon Partners and they are presently purchasing this building. He said City Engineering was unable to find any record of an encroachment permit and recommended that Octagon Partners apply for an encroachment permit. He said City Engineering supports this encroachment with the following conditions: 1.) The property owner will be responsible for the maintenance of all encroaching

structures, 2.) Any changes, replacement or maintenance of these structures must be approved by City Engineering and 3.) Any revisions to the awnings must be approved by Engineering and the Office of Planning and Grants (OPG). Doug said the permit would be in effect for the life of the building. He asked the committee to approve the encroachment.

Ed Childers wanted to clarify that the awning encroachment was on Front Street. Ed made the motion the committee recommend the City Council approve and authorize the right-of-way encroachment permit for 110 North Higgins.

Dave Strohmaier wanted to know who the permit would be issued to, the current property owner or the potential buyer.

Doug Harby said the closing on the property is pending the issuing of this permit; he said we would notify them that the permit had been approved by City Council and the permit would be put in Octagon Partners name when they close and the formal permit is issued.

The motion was passed unanimously.

3. Authorize the Mayor to sign a contract provided vended fuel to the City of Missoula. ([memo](#))—Regular Agenda (Jack Stucky) **REMOVE FROM AGENDA (NO QUORUM PRESENT)**

Motion: The committee recommends the City Council authorize the Mayor to sign a contract with Hi Noon Petroleum of Missoula, Montana to provide vended fuel to the City of Missoula for a period of five years beginning January 1st, 2011 pending the City Attorneys review for contract form.

Jack Stucky asked the committee to recommend the City Council authorize the Mayor to sign a contact with Hi Noon Petroleum of Missoula, Montana to provide vended fuel to the City of Missoula for five years. He said a Competitive Sealed Proposal (CSP) process was used and Hi Noon Petroleum provided the best fuel cost, they submitted a 3% price discount off retail prices. He said the contract will provide approximately 170,000 gallons of unleaded and diesel fuel to the City annually.

Renee Mitchell asked if the discount would apply throughout the contract and was it usual to have a five year contract versus two or three years.

Jack Stucky said he used to submit contracts annually but the companies are willing to give better prices knowing they have locked in a five year contract.

Bob Jaffe said it seems we should be able to get a better deal because using a credit card costs the vendor a percentage to use it, and we should get that percentage (almost 3%) anyway.

Jack Stucky said our cards do cost us money but there is not any other way to purchase fuel for the City vehicles.

Ed Childers asked Jack Stucky if he got the extra one per cent pricing before or after the analysis.

Jack Stucky said he used the new Competitive Seal Proposal (CSP) instead of a bid process because he has the flexibility to go back to the company after the submittal and see if they will offer more in services and/or prices.

Ed Childers asked if this process was approved by the City Attorney, Jack Stucky said yes.

Ed Childers made the motion for approval to authorize the Mayor to sign a contract with Hi Noon Petroleum for vended fuel for five years.

Dave Strohmaier asked when someone is purchasing fuel for a City vehicle and they are using a credit card wouldn't there actually be credit card charges associated with that transaction.

Jack Stucky said every City vehicle is contracted with Hi Noon Petroleum and each vehicle has a Sinclair credit card. When the card is used the employee puts in their pin number and the fuel mileage on the vehicle. He said this tracks which vehicle, how much fuel was pumped, and the department gets a bill from the company. He said he receives a daily report from the company and uses that information to update the mileage and hours on all City vehicles so he can determine when oil changes and other maintenance is due.

Dave Strohmaier said if a Hi Noon card is used as opposed to a Visa or Master Card there should be no credit card fee. Jack Stucky said it is a Sinclair card.

The motion was passed unanimously.

III. HELD AND ONGOING AGENDA ITEMS

1. Discussion on the sizes of grease interceptors for the restaurant industry ([Grease Interceptor PowerPoint](#)) ([memo](#)).—Regular Agenda (Stacy Rye and Bob Jaffe) (Referred to committee: 04/21/08)
2. Review infrastructure conditions at the locations of serious and fatal traffic accidents: 2007-2009 ([memo](#)).—Regular Agenda (Jason Wiener) (Referred to committee: 01/25/10)
3. T4 America partner support ([memo](#)) – Regular Agenda (Stacy Rye) (Referred to committee: (Referred to committee: 08/16/10)
4. Presentation from Public Works staff regarding proposed process for finding contractors and awarding bids for reconstruction of Russell Street. ([memo](#))—Regular Agenda (Bob Jaffe) (Referred to committee: 11/15/2010)
5. Use of \$60,000 allocated by FY2011 budget in Road District #1. ([memo](#))—Regular Agenda (Ed Childers) (Referred to committee: 09/20/2010)

IV. ADJOURNMENT

Meeting adjourned at 3:00 PM

Respectfully Submitted,
Peggy Diamond
Program Specialist
City Public Works Department