

City of Hays  
City Commission  
Work Session Notes

Thursday, May 16, 2019 – 6:30 p.m.

Present: Henry Schwaller, IV, Sandy Jacobs, Ron Mellick, Eber Phelps, John T. Bird, Toby Dougherty, and Kim Rupp

Absent: Shaun Musil

**May 2, 2019 Work Session Notes**

There were no corrections or additions to the minutes of the work session held on May 2, 2019; the minutes stand approved as presented.

**Fire/Rescue Training Facility Classroom Project**

Ryan Hagans, Fire Chief, stated in 2018 the City of Hays received a Dane G. Hansen Grant in the amount of \$272,000 to facilitate construction of a Fire Training Facility. Proceeds from that grant have been used to purchase the drill tower, create the concrete drill pad, and purchase a burn box for the facility. The remaining monies are budgeted for the creation of a classroom to be located onsite. City staff initiated discussion with Fort Hays State University's (FHSU) Department of Applied Technology to determine its interest in a joint project. Kris Munsch's Construction Management class typically designs and builds a garage each year. Since the training facility is essentially an oversized garage with restrooms, City staff thought FHSU might be interested in taking this on as a 2020 project.

Chief Hagans and Mr. Munsch provided information on the classroom construction project. The plan of action is for students to design the facility as part of their course curriculum during the fall semester of 2019 and then construct the facility in the spring of 2020. Justin Hertel, one of the students assisting with the project stated this is a 40' by 40' classroom with restrooms and office space.

City staff will provide assistance where they are able, such as site grading and concrete work. NCK Tech has been part of the discussion and has offered assistance with the plumbing, heating, and electrical portion of the project. However, NCK Tech cannot commit to the project until the size of its class is determined for the 2019/2020 year. Therefore, staff will develop contingencies if the class isn't able to assist. Staff feels this is a good, joint project and will help us get a great classroom facility for the cost of materials.

Mayor Schwaller was concerned that NCK Tech completes a show home in the spring so the students will be busy doing the electrical, plumbing, and HVAC for that project. City Manager, Toby Dougherty, stated if they have large classes they can accommodate both projects, but if not there will be a contingency plan to contract that out if necessary.

Commissioner Jacobs asked if there was any concern with staying within the remaining balance amount of \$69,000 especially with the collaboration with NCK Tech and FHSU. Chief Hagans stated they feel they should be able to stay within that budgeted amount.

Chief Hagans also noted that the University of Kansas Fire and Rescue Training Institute would like to partner with the Hays Fire Department and use the facility to hold a three day state wide training session.

### **Airport Truck/Plow – Award of Bid and Grant Application**

Jesse Rohr, Director of Public Works, reported that a plan to purchase snow removal equipment (SRE) for the Airport has been on the Airport Capital Improvement Plan (ACIP) for several years. In August 2018, the Federal Aviation Administration (FAA) provided notification indicating their intent to fund the project.

Bids for the acquisition of airport snow removal equipment were opened on April 16, 2019. This includes a dump truck, 16' front-mounted plow, and a material spreader. The low and only bid from Bruckner Truck Sales Inc., of Hays, was for a total price of \$308,320. The FAA covers 90% of the cost out of

the entitlement funds available to the Airport. The other 10% will be funded out of the Airport AIP fund.

Mr. Rohr added that one question raised during the process was the extreme difference between the engineer's estimate of \$185,000 and the actual low bid of \$308,320. The recommendation letter from Burns & McDonnell Engineering Company, Inc. stated the reasons for this disparity and how the estimate was arrived at. The estimate was completed utilizing conceptual pricing from six separate manufacturers located within the state of Kansas (Hays, Salina, Wichita, and Kansas City) in February 2019. These prices varied but did not exceed \$200,000 in combined prices for all three components; vehicle, spreader, and plow. Therefore; Burns & McDonnell developed a weighted average for each component and finalized the total estimate based upon the weighted average. The manufacturers were given as much detail of the specifications as allowed without leading to a potential compromised bid later on.

It has been determined that pricing received prior to the bid opening was inaccurate due to three major factors: unfamiliarity with airport equipment, Buy American Certification requirements, and a thriving sales market. It was summarized to state that "specific federal funding requirements, local bidder's unfamiliarity with airport equipment, and a surplus of market opportunities led to the equipment bid prices that exceed the Engineer's Estimate." Based on these factors, it appears due diligence was given to the engineers estimate.

Burns & McDonnell Engineering Company, Inc. was required to perform a single-bid analysis to satisfy the requirements of the FAA. This process included contacting non-bidders and determining the reasons for no bid. The proposal had to be deemed "fair and reasonable" for the equipment. It had to be shown that the specifications did not exclude any potential bidders for the equipment. Reasons for no-bid were unfamiliarity with airport equipment, Buy American Certification requirements, and a thriving sales market. Ultimately, this all led to a bid price of \$308,320.

Staff recommends awarding a bid that would not include the material spreader. The truck-mounted spreader is too large of a piece of equipment for

the needs of the airport. A pick-up mounted spreader would be utilized rather than a truck mounted spreader. By not including the spreader, that reduces the bid price to \$271,039 with the City share being \$27,103.90.

Commissioner Mellick asked what service life is expected for this truck. Mr. Rohr stated most service trucks have a 15 year replacement schedule, but he hopes this could be extended to 20 years because its use is seasonal and it is a heavy duty model. Commissioner Mellick added that it is frustrating as a taxpayer, the amount we have to spend to meet the FAA's rules and requirements, but we are fortunate to receive the federal funding.

At the May 23, 2019 Commission meeting, Commissioners will be asked to; contingent upon FAA awarding a grant for federal funding, accept the bid from Bruckner Truck Sales Inc. in the amount of \$271,039 for the purchase of one Mack Granite 42FR truck and 16' snow plow for the Hays Regional Airport; authorize staff to submit a grant application to FAA for Federal Assistance in funding this project; and authorize the City Manager to take all actions necessary to carry out this project including the execution of the FAA Grant when offered.

### **Contract Sewer Cleaning and CCTV Inspection – Award of Bid**

Jeff Crispin, Director of Water Resources, reported that the Department of Water Resources initiated a multi-year program to clean sewer mains in 2013 to ensure proper operation and maintenance of the collection system. Staff received three proposals for the 2019 program and recommends accepting the low bid to perform light cleaning and video inspection of 105,759 linear feet of sanitary sewer at the unit price of \$.91 a linear foot for 8" pipe from Pro-Pipe not to exceed \$150,000. The 2019 program consists of performing the 2014 area again and to continue the five year cleaning cycle. Pro-Pipe was awarded the 2016 and 2018 contracts and staff has been very pleased with their performance.

Mayor Schwaller asked when the Commission would be made aware of what the actual expenditure was. Mr. Crispin stated he could report back as soon as the project is complete.

Commissioner Mellick asked if this is the second cycle of the five year cleaning cycle. Mr. Crispin stated that is correct, the multi-year program began in 2013. Commissioner Mellick added that this will help us identify areas that regularly need heavy cleaning.

At the May 23, 2019 Commission meeting, Commissioners will be asked to authorize the City Manager to enter into a contract with Pro-Pipe to perform light cleaning and video inspection of 105,759 linear feet of sanitary sewer at a price of \$97,854.51 with a budget not to exceed \$150,000, to be funded from the Repairs and Maintenance line item in the Water Reclamation & Reuse budget.

### **Water Resources Dump Truck – Award of Bid**

Jeff Crispin, Director of Water Resources, stated the 2019 Budget included \$130,000 for the purchase of one 4x2 Dump Truck for the Department of Water Resources Maintenance Department. Four bids were opened on April 23, 2019. The recommended low bid of \$101,717 from Summit Truck Group of Salina, Kansas is below the budget amount of \$130,000 and meets the required specifications.

At the May 23, 2019 Commission meeting, Commissioners will be asked to award the bid for the purchase of one new Model HV607 International Truck with the Henderson Mark E Body from Summit Truck Group in the amount of \$101,717.00 to be funded out of New Equipment Reserve Fund.

### **Other Items for Discussion**

Mayor Schwaller welcomed Eber Phelps to the Commission and thanked him for filling former Commissioner James Meier's term.

Mayor Schwaller also noted that City Manager, Toby Dougherty, received a letter from County Administrator, Phillip Smith-Hanes, asking if the City would support a county wide sales tax. Mayor Schwaller spoke with Ellis County Commissioner Haselhorst regarding the tax. He added that the City Commission did not take any formal action, just talked informally one on one, and the consensus of the City Commission was that this was a big task for the County

and that it was their project. Mayor Schwaller stated the City Commissioners did not want it to look as if we were going to influence or participate in any way. He noted that they wished the County well and hope they can get their finances in order.

Mayor Schwaller stated there has also been discussion about a plat of land on the east part of town, and it was implied that the City did not do its job. He added that the property is within the three mile radius so it is in the City's jurisdiction to take action and then pass it on to the County, and we did so. He stated that the City did their job and by state statute the next step was with Ellis County.

City Attorney, John T. Bird, clarified that the Hays Post headline stated that it was an improperly platted piece of property and it absolutely was not improperly platted. He reviewed the documents and the City did exactly what the law requires.

Mayor Schwaller stated the City has a great partnership with the County and we work together on a lot of projects. He added that we share the Law Enforcement Center, and our Public Works Departments often work together. He wanted the public to know that we are doing what is best for the City of Hays and we will leave the County to the County Commission.

Commissioner Jacobs stated she continues to look at the work we are doing with the roundabouts and what the engineers are considering with the extension of 37<sup>th</sup> Street. She has driven the area looking for possibilities and she suggested changing the direction of two stop signs. There is one at 35<sup>th</sup> Street and Fort Street and one at 37<sup>th</sup> Street and Fort Street, that stop north/south traffic and she would like to consider changing the direction of those stop signs so that we would have one at 37<sup>th</sup> Street. There is concern by those living in that neighborhood about traffic going through their quickly and that could be controlled if the traffic has to stop at Willow, Fort Street, and Skyline Drive. She thinks if she were driving that she would route around to 41<sup>st</sup> Street where there are no stop signs. City Manager, Toby Dougherty, stated they could easily be switched around. The Commissioners agreed that was a good idea.

Commissioner Mellick welcomed Eber Phelps to the Commission and stated that he is glad to have his experience back on the Commission. He added that we have the budget process coming up and a lot of decisions to make. He is sure his input will be very well taken.

The work session was adjourned at 7:18 p.m.

Submitted by: \_\_\_\_\_

Brenda Kitchen – City Clerk