

MINUTES OF THE SPECIAL WORK SESSION OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, HELD OCTOBER 20, 2010, AT 2:00 P.M., AT THE CITY COUNCIL CHAMBERS BUILDING, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

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CALL TO ORDER AND ROLL CALL

Mayor Joens called the work session to order at 2:00 p.m. Roll call was taken as follows:

COUNCIL MEMBERS PRESENT

Diane Joens, Mayor  
Karen Pfeifer, Vice Mayor  
Tim Elinski, Council Member  
Duane Kirby, Council Member (arrived at 2:37 p.m.)  
Linda Norman, Council Member  
Darold Smith, Council Member

COUNCIL MEMBERS ABSENT

Terence Pratt, Council Member

STAFF MEMBERS PRESENT

Doug Bartosh, City Manager  
Steve Horton, City Manager  
Marianne Jiménez, City Clerk  
Dan Lueder, Development Services General Manager

PRESENTATIONS REGARDING THE PROPOSED RIVERFRONT PARK WATER RECLAMATION FACILITY

Mr. Lueder stated at the September 14, 2010, work session staff discussed with Council the Riverfront Park design-build plan. The Council expressed an interest in educational presentations on the design-build process as it related to wastewater plants with a specific emphasis on design-build experience, experience with wastewater plants, experience in flood plains, and experience with solar power. There were eight firms here today expressing interest in the plant. They were invited to give fifteen minute presentations with five minutes for Council questions. All were requested to present information on four points: 1) Their understanding of the design-build procurement process, both generally and with respect to wastewater treatment facilities; 2) Permitting and regulatory issues associated with construction and operation of wastewater treatment facilities, both generally and in flood-prone and/or environmentally sensitive areas; 3) Construction issues associated with building wastewater treatment facilities, both generally and in flood-prone and/or environmentally sensitive areas; 4) Incorporation of photovoltaic power generation in large commercial/public works projects generally, and wastewater treatment issues in particular.

Representatives from the following firms then gave 15 minute presentations in response to the four areas: Mortenson Construction, Chandler, Arizona; Archer Western Contractors, Phoenix, Arizona; Perc Water, Phoenix, Arizona; PCL Construction, Tempe, Arizona; Kinney Construction Services, Flagstaff, Arizona; Kiewit Western, Phoenix, Arizona; MGC

Contractors, Phoenix, Arizona; and Hunter Contracting, Phoenix, Arizona.

Following each presentation, members of the Council and public then asked questions regarding the process, the plant, and the company, which were answered by the representatives.

Mr. Lueder stated from here the Council had to determine if design-build was the method to use. If it was, staff could start the procurement process. Once the Council selected a design-build contract there would be a series of meetings where staff would come back to answer a lot of the questions that were brought up today. The decision staff was awaiting was whether design-build was the process Council wanted to go with. If so, final documents would be prepared to get it advertised.

Council Member Kirby asked if there would be a short list.

Mr. Lueder stated the process was for the city to advertise in the paper for all interested firms to receive a Statement of Qualifications (SOQ) packet. It would include the criteria on how those packets would be analyzed and the questions rating points, so the design-build people submitting knew what we were looking for. Those would then be reviewed by an independent team. There were certain people who had to be on it: a registered professional, a senior management official, and a licensed contractor. Our process was to look at them and rate them independently and the top three were brought in for the on-site interview at which another set of criteria questions were answered. Once again the selection committee outlined by Title 34 scored them and would make a recommendation to Council that staff enter into negotiations with that firm. The provision in there was if we could not come to an agreement with the top rated firm, we were allowed to go to the next firm, and the next one.

Mr. Horton stated this presupposed at a future meeting the Council directed staff or authorized staff to proceed with a design-build procurement which would happen as soon as the Council wanted it to. It was not on today's agenda.

Mr. Lueder stated staff was not looking for any direction today.

Council member Smith asked if there would be a public hearing before the Council did any of this.

Mayor Joens stated every meeting was a public hearing, but it was up to the Council.

Mr. Horton stated the Mayor was exactly right. There was no statutorily required public hearing process. Every public meeting the Council had was an opportunity for the public to be heard. That was part of the process going forward. The Council could choose to have scoping meetings to town hall meetings, but there was no statutory requirement for them.

ADJOURNMENT

Council Member Kirby moved to adjourn. The motion was seconded by Council Member Smith, and carried unanimously. The special work session adjourned at 4:43 p.m.

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Diane Joens, Mayor

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Marianne Jiménez, City Clerk

CERTIFICATION OF MINUTES

I hereby certify that the attached is a true and correct copy of the minutes of a special work session meeting of the City Council of the City of Cottonwood held on October 20, 2010. I further certify that the meeting was duly called, and that a quorum was present.

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Marianne Jiménez, City Clerk

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Date