

MISSOULA REDEVELOPMENT AGENCY

CONDENSED BOARD MEETING MINUTES

November 18, 2015

FINAL

A **Regular** meeting of the Board of Commissioners of the Missoula Redevelopment Agency was held at the MRA Conference Room, 140 West Pine, Missoula, MT. 59802 at 12:00 PM. Those in attendance were as follows:

- Board:** Melanie Brock, Nancy Moe, Ruth Reineking
- Staff:** Ellen Buchanan, Chris Behan, Jilayne Dunn, Tod Gass, Dee Andersen
- Public:** Martin Kidston, Missoulian; Bob Moore, citizen; Chris Anderson, DJ&A; Chris Boza, City Forester; Michelle Cares, City Council Elect.

CALL TO ORDER 12:05 p.m.

Moe, acting as Chair, stated Dan Kemmis and Karl Englund will not be present today. Moe said she received an email from Kemmis who requested corrections to the September 16th and October 14th meeting minutes.

APPROVAL OF MINUTES

September 16, 2015 Regular meeting minutes approved as amended.
October 14, 2015 Regular meeting minutes approved as amended.
October 19, 2015 Special meeting minutes approved as submitted.

PUBLIC COMMENTS & ANNOUNCEMENTS

Reineking reminded the Board that the Sweetgrass Commons ground breaking was taking place on Friday, November 20, 2015 from 3:00-4:00 pm. She said she would not be able to attend and would appreciate it if someone else could go.

Buchanan said she received an email from Eric Hefty and Carolyn Glidewell. They have finished their building remodel project and thanked the MRA Board and staff for their support.

ACTION ITEMS

URD III Bonds – Trail Crossing Construction Contract Award or Securing Engineering Services for Completion of the Sidewalk Network – Request for Approval (*Buchanan*)

On November 16, 2015, the City Council approved two Urban Renewal District III (URD III) bond resolutions to fund the South Reserve Street Trail Crossing or the URD III sidewalk network. At the bid opening, held on November 17, 2015, MRA staff received an acceptable bid for the construction of the South Reserve Street Trail Crossing. Buchanan said since the bridge bids were favorable, bonds will not be issued to finance the sidewalk commitments. The sidewalk program will continue as it has in the past and paid for with cash as it is available. In order to move forward on the bridge financing, the recommended action for the MRA Board is to amend the contract with DJ&A, and to award the bridge construction contract to Jackson Contractor Group in an amount not to exceed \$4,242,858. Buchanan said that total cost is comprised of two different segments of the overall bridge project that were identified with separate costs within the bids and both came in under budget. MRA is responsible for the bridge structure costs of \$3,996,467. The City of Missoula Parks & Recreation Department is responsible for the trail segment from the bridge's east terminus to the connection with the Bitterroot Branch Trail. That section of trail construction totals \$278,191 of the bid. The most efficient way to proceed is to combine them into one project and execute a Memorandum of Understanding between the departments that states that \$278,191 will be funded by the Parks & Recreation Department. The recommended motion combines the amounts to reflect the total bid amount.

Reineking asked if the Board needed to change the 12% contingency amount. Buchanan said no and that Parks and Recreation will have their own contingency.

Moe asked if the construction administration contract is affected by Parks & Recreation being included in the project. Buchanan said no, Parks and Recreation will have their own contract with DJ&A for construction oversight.

Moe asked if a permit was still needed from the Montana Department of Transportation (MDT) in order to move forward on the bridge financing. Buchanan said the permit has been approved but there is an air rights agreement with MDT that still needs to be executed. Buchanan met with City Attorney, Jim Nugent, regarding some of the language in the agreement that doesn't seem to apply to a public agency. Buchanan said MRA would not award the bridge contract until the City and MDT finalize the air rights agreement. Buchanan said MRA has 60 days to award the contract. Moe asked if 60 days meets the legal requirement for the bond issuance to allow for the extension of the district. Buchanan said MRA can issue the bond before the contracts are signed. Moe said she wanted to be clear and asked that if the Board accepts the bid and approves of the contract award today, would it be sufficient to meet any timing issues? Buchanan said yes. Buchanan said the actual construction will start next spring. The first task is the offsite fabrication of the bridge structure. Once the contract is signed, the fabrication will begin and take several months to complete. Moe asked when staff will execute the air rights agreement with MDT. Buchanan said it will happen very soon. MDT is fully aware of the tight deadline MRA is facing and wants a fast turnaround on this as well. Anderson said he has the same opinion as Buchanan and feels MDT is

motivated to sign the agreement. He is confident that it will happen very soon. Discussion ensued.

Anderson said this project is very unique; a bridge structure overhead that crosses over a state route. He said most bridges that cross a state route are owned by the state, and since this will be owned by the City, the air rights agreement applies. The state wants assurance that the entity that owns the bridge is solvent and that they will maintain the structure. Another clause of the agreement states that if, for whatever reason, the structure becomes deficient or a health risk, it will be repaired or removed for the safety of the people traveling under it.

Moe asked if the shared construction pieces and their management is a cooperative effort between MRA and Parks and Recreation, or if there is a fee charged for the MRA staff time. Buchanan said no fee is charged; the work is completely cooperative and this is done regularly between the two departments.

REINEKING: I MOVE THE STAFF RECOMMENDATION.

[MOTION: Staff recommends the MRA Board approves award of a contract for construction of the South Reserve Trail Crossing to Jackson Contractor Group, in the amount of \$4,242,858, and authorizes the MRA Board Chair to sign the contract and authorizes the staff to sign the necessary documents to execute the contract (Notice of Award and Notice to Proceed) with the condition that \$278,191 is being funded by City of Missoula Parks and Recreation Department.]

Brock seconded the motion. No further discussion. No public comment. Motion passed unanimously. (3 ayes, 0 nays, Englund & Kemmis absent)

South Reserve Trail Crossing (URD III) – Amendment to the Professional Services Agreement to Include Construction Administration - Request for Approval (*Buchanan*)

Buchanan said the Professional Services Agreement with DJ&A got the South Reserve Trail Crossing project through the design and bidding phase. MRA staff knew from the beginning that if this project went forward, the agreement would need to be amended to have DJ&A provide contract administration during construction and close out at the completion of the project. Buchanan added there may be an opportunity on this project to do some value engineering. It may require some additional professional services, but it could save more money on construction costs.

BROCK: I MOVE THE STAFF RECOMMENDATION.

[MOTION: Staff recommends that the MRA Board approve an amendment to the Professional Services Agreement with DJ&A for construction administration and project close out for the South Reserve Street Trail Crossing in an amount not to exceed \$359,706.21 and authorize the MRA Board Chair to sign the amendment.]

**Reineking seconded the motion. No further discussion. No public comment.
Motion passed unanimously. (3 ayes, 0 nays, Englund & Kemmis absent)**

Reineking welcomed Michelle Cares to the City Council and thanked her for attending the meeting.

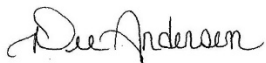
NON-ACTION ITEMS - none

STAFF REPORTS - none

ADJOURNMENT

Meeting adjourned at 12:26 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Dee Anderson".