

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

April 7, 2014
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman Jeffrey W. Stevens
Vice-Chairman John N. Marshall
Commissioner Roger L. Hartwig

[9:02:09 AM](#)

Juvenile Department

Jessie (Weno) Dominguez presented a review of the following Juvenile Detention Alternative Programs administered by the Juvenile Department: Girl's Circle, Boys Council, Strengthening Families, and Community Service.

Administrator Juan Garza reported on the percentage of offenders placed at Martin Hall and the type of crimes being committed. Probation violation is higher due to the court now issuing warrants for juveniles missing court dates. A detention risk assessment tool determines whether or not a juvenile is sent to Martin Hall based on a point system of prior offenses.

State Representative Susan Fagan will be in Othello on April 28 to speak to the Boy's Council and April 30 to speak to the Girl's Circle. Garza and Dominguez extended an invitation to the Board to attend the Stakeholder's Meeting at the Juvenile Detention Alternative Intervention Achievement Center in Othello at 12:00 on April 30, 2014.

Garza reported to the Board that he would be attending the National Conference in June and requested authorization for use of the Juvenile Department credit card. The Board **by consensus, authorized the return of the Juvenile Department credit card to Administrator Garza.**

[9:49:42 AM](#)

[10:02:25 AM](#)

Public Works

Public Works Director O'Brien gave an update on routine road maintenance projects. Turner Restoration is continuing work on the building repairs at the fairgrounds. Quotes are being received for the fairgrounds pay station.

O'Brien reported that the Weekend Spring Cleanup Day tonnage was reported with less in Ritzville than at Othello.

The Board by consensus, authorized Director O'Brien to proceed with the advertisement and filling of the position of Maintenance Worker 1 in the Lind Shop.

Engineer Yeager reported on projects including Danekas Road, rock crushing, and guardrail repair.

[10:35:09 AM](#)

[11:00:39 AM](#)

Official Newspaper

An envelope from the Othello Outlook, not marked as a bid document, was delivered to the Auditor's Office and therefore was opened and, when determined to be a bid, was resealed.

Bids for the Official County Newspaper for legal publications for the period July 1, 2014 – June 30, 2015 were opened from:

Othello Outlook 125 S. First Avenue Othello, WA 99344	\$9.30 per column inch for legal public notices
Ritzville Adams County Journal P. O. Box 288 Ritzville, WA 99169	\$7.75 per column inch for legal public notices

Commissioner Marshall moved, Hartwig seconded, to *accept and award the bid for the official county newspaper for legal publications to the Ritzville Adams County Journal at the bid price of \$7.75 per column inch.*

Motion carried.

[11:05:09 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[3:21:42 PM](#)

Planning Commission Board

Commissioner Hartwig moved, Marshall seconded to re-appoint Ray Gilbert, Othello, to the Adams County Planning Commission, for a four (4) year term effective April 1, 2014 through March 31, 2018. **Motion carried.**

Danekas Road Project #2

Commissioner Marshall moved, Hartwig seconded, to ***approve Resolution R-020-2014 in the Matter of Notice to Contractors for construction improvements on Danekas Road Project #2 – Phase 1 (CRP-161), MP 5.75 to MP 9.32, Klein Road to I-90.*** Motion carried. Bid opening was set for Monday, April 28, 2014 at 10:00 a.m.

Grounds Storage Shed

Commissioner Hartwig moved, Marshall seconded, to ***approve R-021-2014 in the Matter of Notice to Contractors for construction of the Grounds Storage Shed at the Adams County Public Works vehicle yard.*** Motion carried. Bid opening was set for Monday, April 28, 2014 at 10:15 a.m.

Permit Technician

The Board by **consensus authorized proceeding with the advertisement and the filling of the position of Permit Technician, Adams County Position No. 305, within the Building and Planning Department.**

Consent Agenda

Commissioner Hartwig moved, Marshall seconded, to ***approve the Consent Agenda.*** **Motion carried.**

Preliminary minutes of March 31 and April 2, 2014

March, 2014 Payroll in the amount of \$667,998.85; and Benefits in the amount of \$234,641.08 (Warrant # Series 522721 – 522816, Direct Deposit # Series 38214 – 38378, and Benefit/Deduction # Series 1107211 – 1107230)

Vouchers audited and certified by the Adams County Auditor as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090 and recorded on a listing, which was made available to the Board. These vouchers were listed as follows:

<u>Fund</u>	<u>Control Number</u>	<u>Amount</u>
001	141195 – 141226	\$ 65,469.91
001E	141227 – 141228	\$ 301.71
103	141229 – 141232	\$ 14,406.13
104	141233 – 141247	\$ 6,602.83
104	Hand Pays	\$ 120.24
106	141248 – 141249	\$ 34.35
112	141250	\$ 249.75
116	141251	\$ 15.20
117	141252 – 141257	\$ 2,571.98
119	141258	\$ 534.00
123	141259 – 141263	\$ 4,608.14
502	141264 – 141270	\$ 8,211.04
108	0527 – 0528	\$ 751.34
115	0529 – 0541	\$ 17,511.36
401	0542 – 0552	\$ 6,363.09
501	0553 – 0560	\$ 10,442.63
590	0562 – 0589	\$ 31,227.70
	TOTAL	\$169,421.40

[3:24:48 PM](#)

Permanent Minutes Signed

March 24 and March 26, 2014

Correspondence Received

Notice of Marijuana License Application (1) – Symington Holdings II, LLC
City of Ritzville – Paths & Trails Funding
Lind-Ritzville Cooperative Schools – Request for Funding
Adams County Noxious Weed Control Board re: Agenda for April 8, 2014 and Minutes of December 10, 2013
Family Resource Center of Lincoln County re: Invitation to Crime Victim Service Center meeting

Adjournment @ 3:45 p.m.

Submitted:
s/Patricia J. Phillips
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jeffrey W. Stevens, Chairman
s/John N. Marshall, Vice-Chairman
s/Roger L. Hartwig, Commissioner

RESOLUTION NO. R-020-2014

NOTICE TO CONTRACTORS
County of Adams
Department of Public Works
Ritzville, Washington

Sealed bids will be received by Adams County at the office of the Board of County Commissioners located in the courthouse at 210 W. Broadway, Ritzville, Washington 99169, **until 10:00 a.m., Monday April 28, 2014** and will be opened and publicly read on April 28, 2014 at 10:00 a.m. for the following construction improvements:

Danekas Road Project #2 – Phase 1 (CRP-161), M.P 5.75 to M.P 9.32, Klein Road to I-90, by the reconstruction of roadway by milling/grinding, grading, draining, replacement of culverts, gravel base, cement treated base and other work, all in accordance with the attached Contract Plans, Contract Provisions and the Standard Specifications.

All bid proposals shall be accompanied by a bid proposal deposit in cash, certified check, cashier's check or surety bond in amount equal to five percent (5%) of the amount of such bid proposal.

Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated in the specifications, the bid proposal deposit shall be forfeited to the County of Adams. All checks and bonds shall be made payable to the Adams County Treasurer.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion best serves the interest of Adams County.

Maps, plans, specifications, and proposals may be obtained from the office of the Department of Public Works, 210 W. Alder, Ritzville, Washington, 99169; phone (509) 659-3276.

Informational copies of maps, plans and specifications are on file for inspection in the office of the Adams County Engineer in Ritzville, Washington, and the chapter office of the Associated General Contractors of America in Spokane, Washington.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42

U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

DATED this 7th day of April, 2014.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jeffrey W. Stevens, Chairman
s/John N. Marshall, Vice-Chairman
s/Roger L. Hartwig, Commissioner

ATTEST:
s/Patricia J. Phillips
Clerk of the Board

RESOLUTION NO. R-021-2014

NOTICE TO CONTRACTORS

County of Adams
Department of Public Works
Ritzville, Washington

Sealed bids will be received by Adams County for the construction of the Grounds Storage Shed at the **Office of the Commissioners, 210 W. Broadway, Ritzville, Washington**

Time limits for receipt of proposals are as follows: Price Proposal must be received by **10:15 am, April 28th, 2014**. Bids received after this time will not be considered.

SCOPE OF WORK

Erect a Pre-Engineered Rigid Wood Structure (Pole Building), including an overhead sectional door and passage doors at the Adams County Public Works vehicle yard. Contractor shall be responsible for site layout, foundation and perimeter excavations and backfill. Owner will perform grading of the site and all rock and asphalt surfacing and concrete slabs.

CONTRACT DOCUMENTS

Bidding Documents, including Instructions to Bidders, Form of Agreement, General Requirements, Drawings and Specifications entitled, Grounds Storage Shed may be examined at Adams County Public Works or at the office of the Architect.

Owner's Representative: Adams County Public Works, 210 W. Alder Street, Ritzville, WA 99169, (509) 659-3276

Architect: The DOH Associates, PS, 7 N. Wenatchee Avenue, Suite 500, Wenatchee, WA 98801, (509) 662-4781

Prime Bidders may obtain up to two sets of Bidding Documents from the Architect's office for a refundable deposit of \$35. Other sub-bidders and suppliers may purchase sets or parts of sets, and Prime bidders may purchase additional sets by paying for the cost of reproduction.

Prime Bidders who are bidding without procuring plans from the Architect are required to send a written request to be included on the bidder's list and shall identify the source of their bid documents.

FORFEITURE OF DEPOSITS

Potential prime bidders who do not submit bona fide prime bids and do not return their Bidding Documents at least 36 hours prior to the time set for bid opening will forfeit the full amount of their deposits. All Drawings and Specifications, and copies of same, remain the Architect's property and must be returned. Except as stipulated above, deposits will be refunded upon return of the Documents in clean, unmarked, undamaged condition no more than 7 calendar days after bids are received. Cost of repair or replacement of unclean, marked or damaged documents will be deducted from the deposit before it is refunded.

BID OPENING

Bids will be opened and read publicly by the Owner's representative immediately following the hour set above. The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion best serves the interest of Adams County.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

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s/John N. Marshall, Vice-Chairman
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ATTEST:
s/Patricia J. Phillips
Clerk of the Board