



CITY OF ELKO
CITY MANAGER
1751 COLLEGE AVENUE
ELKO, NEVADA 89801
(775) 777-7110/FAX (775) 777-7119

The Elko City Council will meet in special session on Tuesday, April 7, 2020
at 4:00 P.M., P.S.T. utilizing GoToWebinar.com
<https://attendee.gotowebinar.com/register/8574630895612515340>

Attached with this notice is the agenda for said meeting of the Council.
In accordance with NRS 241.020, the public notice and agenda was posted on the City of Elko
Website, <http://www.elkocitynv.gov/>, the State of Nevada's Public Notice Website,
<https://notice.nv.gov>, and in the following locations:

ELKO CITY HALL
1751 College Avenue, Elko, NV 89801
Date/Time Posted: Thursday, April 2, 2020 at 8:30 a.m.

Posted by: <u>Kim Wilkinson</u>	<u>Administrative Assistant</u>	<u><i>Kim Wilkinson</i></u>
Name	Title	Signature

The public may contact Kim Wilkinson by phone at (775)777-7110 or email at kwilkinson@elkocitynv.gov to request supporting material for the meeting described herein. The agenda and supporting material is available on the City website at <http://www.elkocitynv.gov/>

The public can view the virtual meeting on a computer, laptop, tablet or smart phone by registering. Please register for Elko City Council Special Meeting on Apr 7, 2020 4:00 PM PST at: <https://attendee.gotowebinar.com/register/8574630895612515340>

After registering, you will receive a confirmation email containing information about joining the webinar. For information regarding how to use GoToWebinar at the following link: <https://support.goto.com/webinar/how-to-join-attendees>. If a member of the public needs assistance, please contact the City Clerk prior to Tuesday, April 7th at 4:00 p.m. at 775-777-7126.

Dated this 2nd day of April, 2020

NOTICE TO PERSONS WITH DISABILITIES

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the Elko City Council, 1751 College Avenue, Elko, Nevada 89801, or by calling (775) 777-7110.

Curtis Calder
Curtis Calder, City Manager
Elko, Nevada



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Curtis Calder
Curtis Calder, City Manager
Elko, Nevada

CITY OF ELKO
CITY COUNCIL AGENDA
SPECIAL MEETING
4:00 P.M., P.S.T., TUESDAY, APRIL 7, 2020
GoToWebinar.com
<https://attendee.gotowebinar.com/register/8574630895612515340>

CALL TO ORDER

The Agenda for this meeting of the City of Elko City Council has been posted for this date and time in accordance with State of Nevada Emergency Directive 006. The public can view the virtual meeting on a computer, laptop, tablet or smart phone by registering at the link above.

ROLL CALL

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. Comments may be made through GoToWebinar.com or by emailing kwooldridge@elkocitynv.gov. **ACTION WILL NOT BE TAKEN**

APPROVAL OF MINUTES: March 10, 2020 Regular Session

I. PRESENTATIONS

- A. Review, discussion, and possible adoption of the 2020 Street Inventory and the 2020 Construction Season Project List, and matters related thereto. **FOR POSSIBLE ACTION**

City Staff conducted a street inventory in February. The purpose of this annual survey is to evaluate current road conditions and to recommend a list of maintenance projects for the upcoming construction season. Please find enclosed for your review, in the supplemental agenda information, City Staff's 2020 Street Inventory, and recommendations for the 2020 Construction Season Project List. DS

II. PERSONNEL

- A. Review and possible approval of "Administrative Leave with Pay" for full-time employees sent home pursuant to Governor Sisolak's amended shutdown order, starting April 11, 2020 and until April 30, 2020, and matters related thereto. **FOR POSSIBLE ACTION**

During the March 18, 2020 Emergency Meeting, the City Council amended the City of Elko Sick Leave Policy to allow full-time City employees to use accrued Sick Leave if sent home pursuant to the Governor's shutdown order, with the intention of keeping full-time City employees in a pay status. Employees without adequate sick leave accruals were eligible for Sick Leave donations. A total of 3,202 hours were donated by City employees to cover the deficit through April 10, 2020.

Due to Governor Sisolak's Emergency Directive 010, effectively extending the statewide business shutdown until April 30, 2020, the City of Elko needs a mechanism to keep affected full-time employees in a pay status beyond April 10, 2020. CC

III. APPROPRIATIONS

- A. Review and possible approval of Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- B. Review and possible approval of Print n' Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- C. Review and possible approval of Great Basin Engineering Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- D. Review, consideration, and possible award of the bid for the Cedar Street Reconstruction Project Phase 3, and matters related thereto, and matters related thereto. **FOR POSSIBLE ACTION**

Bids were received until 3:00 p.m. on March 19, 2020. This item has been approved and budgeted for in the 2019/20 Fiscal Year Budget, Capital Construction Fund. DS

- E. Review, consideration, and possible approval to enter into a Professional Services Agreement with Carter Engineering for the administration of quality control and quality assurance for the Cedar Street Reconstruction Project Phase 3 in the amount of \$146,390.00, and matters related thereto. **FOR POSSIBLE ACTION**

City Council is scheduled to award the contract for the Cedar Street Reconstruction Project Phase 3 on April 14, 2020. The quality control and quality assurance would include surveying, testing, field meetings, inspections and as-builts, etc. as described in the attached proposal from Carter Engineering. DS

- F. Review of the bids received and possible award of the Plantmix Bituminous Pavement materials to be used for the Year 2020 construction season, and matters related thereto. **FOR POSSIBLE ACTION**

Bids were received until 3:00 p.m. local time on Thursday, April 2, 2020. DS

IV. NEW BUSINESS

- A. Review, consideration and possible action to approve the City of Elko as the Nevada Department of Transportation Permittee for a Flashing Pedestrian Crossing and related upgrades to be located on Mountain City Highway at the intersection of Terminal Way, and matters related thereto. **FOR POSSIBLE ACTION**

Nevada Gold Mines has requested that the Nevada Department of Transportation (NDOT) consider permitting upgrades to the pedestrian crossing at the intersection on Mountain City Highway and Terminal Way. The NDOT, City Staff and representatives for Nevada Gold Mines have discussed the merits of the project, along with the responsibility for design, construction and maintenance of the project. The NDOT has agreed to design and construction of the infrastructure and requested the City to be the permittee responsible for the maintenance of the infrastructure. All parties discussed the potential of a separate agreement between the City and Nevada Gold Mines addressing the maintenance of the infrastructure. It is not customary for the City to have a separate agreement with a private party for maintenance of infrastructure under a NDOT permit. Additionally, the City has permitted and benefitted from substantial development in immediate vicinity. The Assistant City Manager has communicated, to the NDOT and Nevada Gold Mines, that a separate maintenance agreement would not be consistent with past practice and present practical administrative difficulties under those types of agreements. Nevada Gold Mines concurs that there should not be a separate maintenance agreement. Nevada Gold Mines has requested City Council support of the project and commitment by the City to maintain the infrastructure as the NDOT permittee. SAW

V. REPORTS

- A. Mayor and City Council
- B. City Manager – Report on Overall City Operations
- C. Assistant City Manager
- D. Utilities Director
- E. Public Works
- F. Airport Manager
- G. City Attorney
- H. Fire Chief
- I. Police Chief
- J. City Clerk
- K. City Planner
- L. Development Manager
- M. Financial Services Director
- N. Parks and Recreation Director
- O. Civil Engineer
- P. Building Official

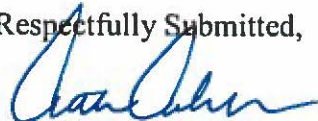
COMMENTS BY THE GENERAL PUBLIC

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NOTE: The Mayor, Mayor Pro Tempore, or other Presiding Officer of the City Council reserves the right to change the order of the agenda, and if the agenda has not been completed, to recess the meeting and continue on another specified date and time. Additionally, the City Council reserves the right to combine two or more agenda items, and/or remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.

ADJOURNMENT

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Curtis Calder", is written over the typed name.

Curtis Calder
City Manager

City of Elko)
County of Elko)
State of Nevada)

SS March 10, 2020

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, March 10, 2020.

This meeting was called to order by Mayor Reece Keener.

CALL TO ORDER

ROLL CALL

Mayor Present: Reece Keener

Council Present: Councilwoman Mandy Simons
 Councilman Robert Schmidlein
 Councilman Chip Stone
 Councilman Bill Hance

City Staff Present: Curtis Calder, City Manager
 Scott Wilkinson, Assistant City Manager
 Kelly Wooldridge, City Clerk
 Michele Rambo, Development Manager
 Candi Quilici, Accounting Manager
 Jan Baum, Financial Services Director
 Dennis Strickland, Public Works Director
 Mike Haddenham, WRF Superintendent
 Dale Johnson, Utilities Director
 Bob Thibault, Civil Engineer
 James Wiley, Parks and Recreation Director
 Cathy Laughlin, City Planner
 Jim Foster, Airport Manager
 Matt Griego, Fire Chief
 Jack Snyder, Deputy Fire Chief
 Dave Stanton, City Attorney
 Ty Trouten, Police Chief
 Diann Byington, Recording Secretary

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

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Chief Trouten explained the Elko Police Department has a new Off Highway Vehicle (parked out front), thanks to an OHV Grant, and the OHV Ordinance passed a few months ago.

**APPROVAL OF MINUTES: February 25, 2020 Regular Session
February 18, 2020 Special Session**

Councilman Hance pointed out that in the February 25th meeting, Item V.A., Mattison Armstrong was spelled wrong.

The minutes were approved by general consent with the stated correction.

I. PRESENTATIONS

- A. Reading of a proclamation in recognition of the establishment of “Art Connect Elko” by the City of Elko’s Arts and Culture Advisory Board, and matters related thereto. **INFORMATION ONLY – ACTION WILL NOT BE TAKEN**

Mayor Keener said because of the timing of their event, the Arts and Culture Advisory Board asked that this be moved to the next meeting.

- B. Presentation by Enterprise Fleet Management, and matters related thereto. **INFORMATION ONLY – ACTION WILL NOT BE TAKEN**

Kris Fisher, 6855 Bermuda Road, Las Vegas, NV 89119, Senior Account Executive with Enterprise Fleet Management, explained the Fleet Management Program (Exhibit “A”).

Mayor Keener liked the idea of not owning the vehicles and leasing them instead. It makes sense to him rather than making out-right purchases. He asked Mr. Fisher if the vehicles had unlimited mileage.

Mr. Fisher answered there are no mileage restrictions.

Councilwoman Simons wondered what a new fleet would do to our insurance.

Mr. Fisher answered the insurance rates would be affected.

Curtis Calder, City Manager, said Enterprise leases law enforcement patrol vehicles fully outfitted. He initiated this presentation as a way to replace the police fleet.

- C. Presentation of Fire Apparatus Leasing options through Pierce Manufacturing from Appleton Wisconsin, and matters related thereto. **INFORMATION ONLY – ACTION WILL NOT BE TAKEN**

Pierce Manufacturing of Appleton Wisconsin offers two different leasing options for fire departments and municipalities to purchase new fire apparatus. The presentation will be presented by Mr. Tom Whitmer, who is the Director, Business Development for Pierce Financial Solutions. MG

Jack Snyder, Deputy Fire Chief, introduced Tom Whitmer.

Tom Whitmer, Pierce Manufacturing (via the phone), gave a presentation (Exhibit "B").

Councilman Schmidlein said he can't see where this will benefit or fit into the matrix of the Fire Department.

Mr. Snyder said they are looking at a lease to own program to get a new aerial apparatus. We are looking at \$1.4 million to purchase a new aerial apparatus. This lease option may be a better fit with payments spread out over several years.

Mayor Keener asked if they finance used equipment.

Mr. Whitmer answered yes, they do.

III. PERSONNEL

- A. Presentation of Volunteer and Career Firefighter of the Year Awards, and matters related thereto. **INFORMATION ONLY – NON ACTION ITEM**

On February 28, 2020, the Elko Fire Department held its annual awards ceremony, and named the 2019 Volunteer and Career Firefighters of the Year. JS

Chief Griego explained they wanted to give everyone a chance to meet the 2019 Firefighters of the Year. He invited up Career Firefighter Ryan Safford and Volunteer Firefighter Jared Vance. Each year the awards and recognition committee receives nominations from the firefighters themselves and makes the final selection.

Jared Vance said he appreciates the sentiment but he is nothing without his crew.

Ryan Safford said he appreciates this award and it means a lot coming from these guys. The Fire Department is a great group to work with. He looks forward to many more years in the Fire Department.

I. PRESENTATIONS (Cont.)

- D. Review, consideration, and direction to Staff regarding the Fiscal Year 2020/2021 Budget, inclusive of all Funds, and matters related thereto. **FOR POSSIBLE ACTION**

Jan Baum, Financial Services Director, and Curtis Calder, City Manager, gave a presentation (Exhibit "C").

Mayor Keener said in talking to the Fire and Police Departments, he felt those new positions were warranted. They were looking at having a part-time code enforcement officer and he understood that position would be rolled into the Assistant Fire Marshal.

Mr. Calder said he brings a conservative budget to Council. He is never in favor of adding new full-time positions. If we overspend, we have to balance our budget somehow. In the past, they have had to lay off employees in order to make the budget balance.

Scott Wilkinson said he would like some clarification. Currently they have the Code Enforcement position reporting to the Community Development Manager. We have been unable to fill that position. As complaints come in they are using a variety of staff to write letters and deal with them. If this moves over to a position with the Fire Department, he would need clarification that even if they don't have that position filled, the Fire Department would somehow deal with all those complaints rather than staff here at City Hall.

Mayor Keener said there would have to be a separate staff meeting to determine how that is going to work.

**** A motion was made by Councilwoman Simons, seconded by Councilman Hance, to approve a full-time Assistant Fire Marshal/Code Enforcement Officer and a part-time Evidence Technician.**

The motion passed unanimously. (5-0)

Mayor Keener said the vehicle leases seem like a lot to dive into at this time. The health insurance, that is a number that we have used previously and it worked well for us last year.

Mr. Calder said the HSA amounts are the same but we have additional dependents that account for the additional costs. Our goal is to not to just maintain the fund balance but also grow it a little bit. He recommended accepting the HSA proposals and subsidy for the retiree and dependents. We can work that into the Final Budget.

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to accept the estimated 15% premium increase in group health insurance, and the HSA funding and retiree/dependent amount as proposed.**

The motion passed unanimously. (5-0)

Mayor Keener mentioned there is a critical need for additional office space.

Mr. Calder said they are appraising a building. If the numbers work and the renovation costs aren't too high, we could bring that back. We would need to augment the budget. We are continuing to look at options. That bullet point was more informational and didn't need action at this time.

Mayor Keener moved on to the 2% Transient Lodging Tax increase. He would like that set aside right now. It deserves a separate conversation.

Councilwoman Simons would like a presentation to see what those numbers would be.

Mayor Keener moved to the potential Landfill Rate Increase. They heard the case for it and felt it was needed.

**** A motion was made by Councilman Schmidtlein, seconded by Councilman Stone, to move forward with Landfill Rate Increase.**

The motion passed unanimously. (5-0)

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to direct staff to begin the Business Impact process for a Storm Water Fee Increase.**

The motion passed unanimously. (5-0)

Mayor Keener said the acquisition of the Union Pacific Right-Of-Way was a big item. He thought this was of critical importance for downtown. We are not committing to buy anything but we need to move forward with our due diligence.

**** A motion was made by Councilman Schmidtlein, seconded by Councilwoman Simons, to move forward with the Union Pacific Right-of-Way acquisition.**

The motion passed unanimously. (5-0)

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to approve the CPI proposed increases as estimated.**

The motion passed unanimously. (5-0)

Mayor Keener wanted a workshop to talk about vehicle leasing and transient lodging tax.

VIII. 5:30 P.M. PUBLIC HEARINGS

- A. Second reading, public hearing, and possible adoption of Ordinance No. 849, an ordinance amending Title 8, Chapter 2 of the Elko City Code entitled "Utility Occupancy of Public Rights-Of-Way or Public Easements, Smart Dig Requirements, and City Excavation Permits", and direct Staff to set the matter for public hearing, second reading, and possible adoption, and matters related thereto.
FOR POSSIBLE ACTION

First reading of Ordinance 849 was conducted on February 25, 2020. MR

Michele Rambo, Development Manager, explained this is the second reading. First reading was February 25, 2020. Nothing has changed and they have not received any comments.

Mayor Keener called for public comment without a response.

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to approve the second reading, public hearing and adopt Ordinance No. 849.**

The motion passed unanimously. (5-0)

BREAK

VII. PETITIONS, APPEALS, AND COMMUNICATIONS

- A. Discussion regarding abatement matters and possible adoption of First amendment to the Stipulated Abatement Order between the City of Elko and the owners of 403 Pine Street, and matters related thereto. **FOR POSSIBLE ACTION**

The City Council approved a Stipulated Abatement Order between the City of Elko and the owners of 403 Pine Street on October 22, 2019. As part of that agreement, if no buyer was found prior to December 22, 2019 the City of Elko could conduct any abatement process deemed appropriate without further notice to, or authority from, the owners. No buyer was found before the December deadline.

On January 22, 2020, City Staff and a structural engineer entered the property for an inspection and evaluation. A structural analysis deeming the property a public safety hazard and recommending demolition was submitted to the City Development Manager on January 27, 2020. Based on this analysis and recommendation, staff proceeded with obtaining quotes from local contractors to perform the demolition. This work was anticipated to begin the week of March 9, 2020.

At the February 25, 2020 City Council meeting, the attorney for the current property owners informed the Council that there was a letter of intent to purchase the property in place and requested that the demolition not move forward. A formal request to amend the abatement order was received on March 4, 2020 requesting a 30-day extension and the allowance for "other abatement" methods. Staff has worked with the City Attorney's office to draft an amendment extending the deadline for 30 days. However, based on the structural analysis, the only form of abatement provided for in the amendment is demolition. MR

Michele Rambo, Development Manager, explained she had a report prepared but the building was demolished this afternoon. The plan, according to Dusty Shipp, was to haul all the material off tomorrow and fill it all in Thursday or Friday. There were some neighbors present that would like to speak.

Molly Keller, 407 Pine Street, said she had a message with bullet points but by mid-morning, she realized she could throw it away. She thanked Scott and Michele, the Mayor and Council for this. It means a lot to her to have that nuisance removed.

Mayor Keener apologized that it took so long. It was an unusual situation that was difficult to deal with our codes. It will be easier next time if we run into a similar situation. He thanked the neighbors for their patience.

VI. RESOLUTIONS AND ORDINANCES

- A. Review, discussion, and possible adoption of Resolution No. 7-20, a resolution regarding the expiration of a Land lease between the City of Elko and

Canyon Construction on property identified as APN 006-09G-027, and matters related thereto. **FOR POSSIBLE ACTION**

On June 20, 2005 the City and Canyon construction entered into a land lease identified as APN 006-09G-027. The term of lease is 15 years beginning on July 1, 2005 and terminating at midnight on June 30, 2020. There is no provision for extending the term beyond June 30, 2020. Additionally, the Nevada Department of Transportation notified the City on August 25, 2016 and October 27, 2016 that the approach utilized for access to the property was not a legal approach and presented safety concerns due to the proximity to an abutting legal approach. SAW

Due to a conflict of interest, Councilman Schmidtlein was asked to abstain and leave the room.

Scott Wilkinson had the property indicated on the overhead screen. NDOT says there is not a legal access there and would not approve one there. The lease term ends on June 30, 2020 without a provision to extend the lease. We don't have legal access to the property to even consider leasing this in the future. Mr. Barrows was consulted for some legal advice on drafting the Resolution and providing direction to the City Council for its consideration under the Resolution. He sent this to Mike and Pam Lattin and Mr. Schmidtlein but did not receive a response back from them.

Mayor Keener asked if this was fenced. (no)

Scott Lattin, representing Great Basin Engineering Contractors, Canyon Construction and ESM2, stated that all these companies are either owned partially by him or his family.

Cory Glennon, partner in Canyon Construction, had a response to the letter sent out by Mr. Wilkinson. Mr. Glennon read a letter from Pam Lattin (Exhibit "D").

Mr. Lattin handed out some pictures of the subject property (Exhibit "E"). Canyon Construction have always acted in good faith and spoke about what they have done to improve the property. He wasn't sure what NDOT's position was on this because there is only minimal traffic there. They use that driveway for the heavy semi trucks so they don't damage the asphalt they have placed in front of the offices.

Mr. Wilkinson said that Canyon was notified in 2016 that the City had consulted with Legal Counsel that there was no opportunity to renegotiate or extend the lease. A new lease would require an appraisal. As of recently, Canyon is allowing Jenmar to access the facility and occupy the property for business purposes. In September 2016, he wrote to Mr. Lattin and advised him of NDOT's position and that it needed to be addressed. There has not been a favorable response. This issue has been out there since 2016. Without a legal access, we cannot consider a lease of the property.

Councilwoman Simons asked if there was any legal access to the property.

Mr. Wilkinson answered according to NDOT, there is not. The Barrick portion is a developed driveway and there is a permit for that. The dirt portion of that driveway is not a legal access. NDOT has written two letters to us.

Mayor Keener agreed that the property has very limited value unless you have the abutting property.

Curtis Calder, City Manager, said, as a response to Mrs. Lattin's letter, Mr. Lipparelli hasn't worked at the City for some time. This is considered Airport property. There were several leases that were executed before the appraisals and other provisions were required by NRS. The value of the property was determined by calling up Bill Tessler and getting a value. Even if we can lease the property, all the revenue goes to the Airport, but it will require an appraisal and will not be under the same terms as the previous lease. We can't sell the property under any circumstance. If there was a way we could lease the property, we would love to do it. We were hoping the tenant would resolve the issue in 2016. They had the ability through the terms of the lease to access the property through their own property.

Mr. Wilkinson said there was some information read into the record about Canyon seeking permission to sublease and that was not correct. They are allowing Jenmar to occupy the property and they continue to use that knowing NDOT's concerns with the safety of that ingress and egress. There is a sign for Jenmar and their point of entry for their operations. Tonight, we have an agreement that does not have a provision to discuss a negotiation of renewal or extension of the lease.

Mr. Lattin understood the lease expires June 30. There is some material that would need to be moved. They anticipate being the successful bidder on the property for a new lease. They have improved the value of the property. They didn't agree that driving through the property is occupying the property. If you block the access, NDOT will never allow you to open it up again. It is in everyone's best interest to lease the property.

Mayor Keener said everything else is ancillary. If NDOT says that is not a legal access it needs to be addressed. He asked Mr. Barrows to make his presentation.

Richard Barrows, Attorney, said he had a short presentation. The lease expires on June 30, 2020. This Resolution, which he urges the Council to adopt, recognizes the expiration and provides the process to deal with that expiration. All of those other issues are irrelevant to the expiration of the lease.

Mayor Keener asked if there was a mechanism for the current lease to extend on a month-to-month basis. He was concerned there would not be enough time between now and the lease expiration to get an appraisal done.

Mr. Calder said we could get an appraisal done in that timeframe. That is why we are talking about this now.

Mr. Wilkinson said one issue was an appropriate time for notice to the lease. The Resolution provides for notice and gives the leasee ample time to deal with the property.

Councilman Hance asked if NDOT put this into writing. If this was a piece of private property and they block access to the property, they devalue the property. He felt NDOT needed to state why that was not legal.

Mr. Wilkinson said there were two letters from NDOT saying it was not permitted and not a legal approach. The proximity to the other approach creates safety hazards.

Councilwoman Simons said we need a remedy to the situation. Get it appraised and see if we can lease it out.

Councilman Stone didn't think there was much choice at this time. He wasn't sure if Canyon was willing to go to NDOT and get that access permitted.

Mr. Glennon said they do have access to the property that are approved by NDOT. The question is the third access to the west.

Mr. Lattin said no action has been taken in four years. The access may not be permitted but that is access to that land. They have used that access to the property for 15 years. People have been driving on that access for over 30 years. If NDOT shuts that access down, they will never allow it again.

Mayor Keener called for public comment without a response.

**** A motion was made by Councilman Hance, seconded by Councilwoman Simons, to adopt Resolution No. 07-20.**

The motion passed. (4-0 Councilman Schmidlein abstained.)

V. NEW BUSINESS

- B. Review and possible approval for the Food & Beverage Concession services contract at the airport to Rodrigo Mata-Gonzales dba: Grandpa's Tacos; and matters related thereto. **FOR POSSIBLE ACTION**

At the January 14, 2020 City Council approved Staff's request to solicit bids and negotiate a contract for the Food & Beverage Concession at the Elko Regional Airport. The City received one (1) completed proposal from Rodrigo Mata – Gonzales dba: Grandpa's Tacos. The Airport/City Staff and Mr. Mata-Gonzales have successfully reached a concession agreement that is ready for City Council's possible acceptance. JF

Jim Foster, Airport Manager, explained Grandpa's Tacos were present in the audience. The agreement has been reviewed and approved by legal and he recommended approval.

**** A motion was made by Councilman Stone, seconded by Councilman Hance, to accept the new Airport Food & Beverage Concession Agreement with Rodrigo Mata-Gonzales dba Grandpa's Tacos.**

The motion passed unanimously. (5-0)

IV. APPROPRIATIONS

- F. Review, consideration, and possible action to award a bid for the Water and Water Reclamation Facility (WRF) Shop, and matters related thereto. **FOR POSSIBLE ACTION**

Council directed Staff to solicit bids for this project on October 22, 2019. Bids were open on March 3, 2020. Bid amount includes base bid and all six alternates. Bid tabulation sheet is provided. DJ

Dale Johnson, Utilities Director, explained they have opened bids. The low bid was \$8.238 million. Everything was in compliance for the low bidder.

Councilman Schmidtlein was pleased the building came in under the \$10 million originally estimated.

**** A motion was made by Councilman Schmidtlein, seconded by Councilman Stone, to award the Waste Water Facility Shop in the amount of \$8,238,000, which will include all the additive alternates, to MGM Construction.**

The motion passed unanimously. (5-0)

II. CONSENT AGENDA

- A. Review and possible approval of an agreement between the City of Elko and Erika Johnson, D.V.M., for the provision of independent contractor services on behalf of the City of Elko Animal Shelter, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko and Dr. Erika Johnson desire to renew the annual Veterinarian Contract. Under this contract, LASSO reimburses the City of Elko for all fees paid. CC

- B. Review and possible approval of an agreement between the City of Elko and William Wright, D.V.M., for the provision of independent contractor services on behalf of the City of Elko Animal Shelter, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko and Dr. William Wright desire to renew the annual Veterinarian Contract. Under this contract, LASSO reimburses the City of Elko for all fees paid. CC

- C. Review and possible approval of an agreement between the City of Elko and Hannah Rodriguez, D.V.M., for the provision of independent contractor services on behalf of the City of Elko Animal Shelter, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko and Dr. Hannah Rodriguez wish to enter into an annual Veterinarian Contract. Under this contract, LASSO reimburses the City of Elko for all fees paid. CC

**** A motion was made by Councilwoman Simons, seconded by Councilman Hance, to approve the consent agenda.**

The motion passed unanimously. (5-0)

IV. APPROPRIATIONS (Cont.)

A. Review and possible approval of Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Schmidtlein, to approve the general warrants.**

The motion passed unanimously. (5-0)

B. Review and possible approval of Print n' Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Schmidtlein, to approve the Print 'N Copy warrants.**

The motion passed. (4-0 Mayor Keener abstained.)

C. Review and possible approval of Ruby Mountain Lock & Safe Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Schmidtlein, to approve the Ruby Mountain Lock & Safe warrants.**

The motion passed. (4-0 Councilman Hance abstained.)

D. Review and possible approval of Great Basin Engineering Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to approve the Great Basin Engineering warrants.**

The motion passed. (4-0 Councilman Schmidtlein abstained.)

E. Review, consideration, and possible authorization for Staff to solicit bids for the Public Works Department for Plantmix Bituminous Pavement materials to be used for the Year 2020 Construction Season, and matters related thereto. **FOR POSSIBLE ACTION**

This is an annual bid request for Plantmix Bituminous Pavement Materials based upon a unit price per ton amount. The materials are primarily used by the Public

Works Department on streets, but the material may also be used by other departments as needed. DS

Dennis Strickland, Public Works Director, explained we bid for this annually every spring.

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to authorize staff to solicit bids for Plantmix Bituminous Pavement Materials to be used for the 2020 construction season.**

The motion passed unanimously. (5-0)

- G. Review, consideration, and possible rejection of all bids for the WRF East Primary Clarifier Recoating Project 2020, and matters related thereto. **FOR POSSIBLE ACTION**

This is a yearly maintenance project, which rotates between 5 clarifiers. Bids were opened on February 19, 2020. A Bid Tally Sheet is included as supplemental agenda information with Staff findings. DJ

Dale Johnson, Utilities Director, explained they are asking to reject the bids. Two of the bids had substantial errors and one bid was \$150,000 over the budgeted amount.

**** A motion was made by Councilwoman Simons, seconded by Councilman Hance, that the Council finds that there is minor mathematical errors in the Rema Tip Top's bid in the amount of \$10.26 on Item #3, \$0.96 on Item #4, \$11.42 on Item #5, and \$0.94 on Item #9A. Rema Tip Top failed to complete the Bidder Preferential and the Boycott of Israel form was not signed, which is considered substantial errors. The Council finds there are minor mathematical errors in the National Coating and Lining Company's bid in the amount of \$0.80 on line 9A. National Coating and Lining failed to fill out the 1% and 5% list, but was able to complete the form within the required two-hour window. National Coating and Lining failed to complete the Boycott of Israel form, which is considered a substantial error. The Council finds Farr Construction Corp. has submitted a complete bid, but the bid amount exceeds the budgeted amount for the project by \$149,940. Accordingly, the Council rejects all bids and moves to have staff rebid the project due to substantial errors and the only complete bid exceeds the budgeted amount for the project.**

The motion passed unanimously. (5-0)

- H. Review, consideration and possible final acceptance of AIP 49: Reconstruction of Security Perimeter Fencing and Electrical Vault Upgrade at the Elko Regional Airport, and matters related thereto. **FOR POSSIBLE ACTION**

Airport Staff is asking for final acceptance of this project and to begin grant close out documentation with the FAA. On May 22, 2018, City Council awarded the bid for AIP 49 Security Perimeter Fencing to Custom Fence and Company and the Electrical Vault Upgrade to NNE Construction, Inc.

This project completed construction of the airfield lighting vault and upgrading the perimeter fence and vehicle access gates. Recently the final punch list items were

completed for this project. The final project costs, including design and construction management, totaled \$2,370,888.70. The City of Elko was responsible for 6.25% of the cost, or approximately \$148,180. Aviation, Inc. was the project engineer/construction manager. JF

Jim Foster, Airport Manager, explained there were some problems with some of the gates that kept them from closing this out. The gate has worked fine for about four weeks without any problems. He recommended closing this out so they can move on to the next one.

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to approve final acceptance of AIP 49, and direct staff to begin close out documentation for this with the Federal Aviation Administration.**

The motion passed unanimously. (5-0)

V. NEW BUSINESS (Cont.)

- A. Review, discussion, and possible approval for the Fire Department enter into a Professional Service Agreement with Creative Consulting Solutions, LLC., and matters related thereto. **FOR POSSIBLE ACTION**

In January 2017, the Centers for Medicare and Medicaid Services (CMS) approved Nevada's State Plan Amendment to allow a reimbursement rate for Ground Emergency Medical Transportation (GEMT) services that is based on actual costs to provide the service.

The GEMT program allows local government providers of ground emergency medical transportation (ambulance transport) to recover the actual costs to provide the service instead of the Fee Schedule rate of approximately \$250. In essence, the program allows local government provider to recover their overhead costs which are directly associated with the transport, thus more closely aligning the reimbursement with the true cost to provide the service. There are two key elements to the program. First, the reimbursement is only available to government providers, so a private company is not eligible. Second, in order to qualify for the reimbursement the government agency must provide emergency transport for Medicaid eligible patients.

The Fire Department is requesting authorization to enter into a 5 Year Professional Service Agreement with Creative Consulting Solutions, LLC. MG

Chief Griego explained at the last meeting we had a presentation on this program. Now they are asking for permission to enter an agreement. Legal has reviewed and approved the agreement.

**** A motion was made by Councilman Stone, seconded by Councilwoman Simons, to approve the Fire Department to enter into a Professional Services Agreement with Creative Consulting Solutions, LLC.**

The motion passed unanimously. (5-0)

VI. RESOLUTIONS AND ORDINANCES (Cont.)

- B. First reading of Ordinance No. 850, an ordinance amending Title 8, Chapter 18 of the Elko City Code entitled "Public Improvement Standards", and direct Staff to set the matter for public hearing, second reading, and possible adoption, and matters related thereto. **FOR POSSIBLE ACTION**

On February 25, 2020, Council approved the initiation of Ordinance No. 850 and directed Staff to conduct a First Reading. MR

Michele Rambo, Development Manager, explained this is the ordinance dealing with creating a standard for micro-trenching. Nothing has changed and she recommended it be moved on to second reading.

**** A motion was made by Councilman Schmidtlein, seconded by Councilman Stone, to conduct first reading of Ordinance No. 850, and direct staff to set the matter for Public Hearing, Second Reading and possible adoption.**

The motion passed unanimously. (5-0)

VII. PETITIONS, APPEALS, AND COMMUNICATIONS (Cont.)

- B. Ratification of the Police Chief issuing a 30-day Temporary Retail Liquor License and issue a Regular Retail Liquor License, to Alejandro Perez, DBA El Capitan Seafood Restaurant, LLC., located at 232 Silver Street, Elko, NV 89801, and matters related thereto. **FOR POSSIBLE ACTION**

Chief Trouten explained the background has been completed and he recommended approval.

**** A motion was made by Councilman Schmidtlein, seconded by Councilman Stone, to ratify the Police Chief issuing a 30-day temporary retail liquor license and issue a Regular Retail Liquor License to Alejandro Perez, dba El Capitan Seafood Restaurant, LLC., located at 232 Silver Street, Elko, Nevada, 89801.**

The motion passed unanimously. (5-0)

IX. REPORTS

- A. Mayor and City Council

Mayor Keener will be out beginning tomorrow afternoon. He thanked Curtis for covering for him on the Census proclamation. He was happy to attend the Fire Fighters Award Dinner. He had a chance to meet with Mr. Arevalo, the Vice Chairman for the Te-Moak Band Council. He stated Councilman Hance and Chief Trouten took part in the Polar Plunge.

Councilman Hance said they lost the original manager of the pool last month.

Councilman Schmidtlein said there is a meet and greet with medical providers at the Western Folklife Center, Friday night. There is a Medicare Fair on Saturday.

- B. City Manager- Census Complete Count Committee Update
Curtis Calder stated there was a kickoff last week for the Census without a lot of attendance. People will start getting their notices in the mail for the Census. It is important that everyone participate.
- C. Assistant City Manager
Scott Wilkinson said he checked with the local representative for Trac B and their exchange program has kicked off.
- D. Utilities Director
Dale Johnson said the RBC Removal Project is nearing completion. The 18-Inch Water Main Relocation Project is almost complete too.
- E. Public Works
- F. Airport Manager
Jim Foster said it is a bit out, but this September will be the 100 Year Anniversary of the Airmail Route. There will be a group reenacting that flight. He talked to Hillary last Friday and she is getting hold of Skywest to set up a meeting.
- G. City Attorney
- H. Fire Chief
Chief Griego introduced Mr. John Flick from Florida. He is an applicant for the Fire Marshal position. He noted community concerns for Coronavirus and said Emergency Medical Services are coordinating with other local and state services to be better prepared.
- I. Police Chief
Chief Trouten said Officer Bradford has completed FTO and will start his first alone shift. Officer Gevock will be retiring at the end of May.
- J. City Clerk
- K. City Planner
Cathy Laughlin reported the Storefront Program is actively receiving applications until March 30. Mr. Thibault and she have met with NV Energy regarding the grant program. The NV Energy Grant Program has been extended out. They indicated that the City will be getting some money but she didn't know how much yet. They will be asking the RDA to remove the condition that the parking lot funding at Stockmen's is based on Old Chicago going on. The Old Chicago project is on hold for now due to the bids but they want to move forward with the parking lot project.
- L. Development Manager
Michele Rambo stated she has sent a letter to the owner of the vacant house on 5th Street.
- M. Financial Services Director
Jan Baum said they have some applicants for the IT Manager.
- N. Parks and Recreation Director
James Wiley reported the Golf Course is officially open for play.
- O. Civil Engineer
- P. Building Official

COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. **ACTION WILL NOT BE TAKEN**

There were no public comments.

There being no further business, Mayor Reece Keener adjourned the meeting.

Mayor Reece Keener

Kelly Wooldridge, City Clerk

**Elko City Council
Agenda Action Sheet**

1. Title: **Review, discussion, and possible adoption of the 2020 Street Inventory and the 2020 Construction Season Project List, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **April 7, 2020**
3. Agenda Category: **PRESENTATION**
4. Time Required: **20 Minutes**
5. Background Information: **City Staff conducted a street inventory in February. The purpose of this annual survey is to evaluate current road conditions and to recommend a list of maintenance projects for the upcoming construction season. Please find enclosed for your review, in the supplemental agenda information, City Staff's 2020 Street Inventory, and recommendations for the 2020 Construction Season Project List. DS**
6. Budget Information:

Appropriation Required: **N/A**
Budget amount available: **N/A**
Fund name: **N/A**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **2020 Street Inventory and the 2020 Construction Season Project List**
9. Recommended Motion: **Move to adopt the 2020 Street Inventory and the 2020 Construction Season Project List**
10. Prepared By: **Dennis Strickland, Public Works Director**
11. Committee/Other Agency Review:
12. Council Action:
13. Council Agenda Distribution:

CITY OF ELKO

STREET INVENTORY

MARCH 2020

CITY OF ELKO

DEFINITIONS OF ROADWAY MAINTENANCE

CONSTRUCT/RECONSTRUCT:

Remove asphalt and base material. Prepare subgrade, place and compact Type 2 base material, then place asphalt and perform concrete sidewalk, curb & gutter replacements to meet current standards. All returns are upgraded to satisfy the ADA requirements. Drainage problems are fixed, utilities are added or replaced, and poor subgrade materials are removed and replaced. CONSTRUCT/RECONSTRUCT

SURFACE RECONSTRUCTION:

Existing roadway is ground up, re-graded, re-compacted, and new asphalt is placed. Drainage problems are fixed, utilities are added or replaced, and poor subgrade materials are removed and replaced. All returns are upgraded to satisfy the ADA requirements. Existing curb & gutter remains and if needed, better road drainage is provided. Formally referred to as "peel and pave." CONSTRUCT/RECONSTRUCT

MILLING AND RESURFACING:

Mill the top surface of the roadway. Millings are removed and new asphalt is placed for the full width of the street. All returns are upgraded to satisfy the ADA requirements. A new crown in the road surface is constructed to provide better road drainage. CONSTRUCT/RECONSTRUCT

OVERLAY:

Place a new layer of asphalt on the existing surface, usually 2-inches thick. When needed, the road surface is leveled with a leveling course prior to the asphalt overlay. PREVENTIVE MAINTENANCE

DEFINITIONS (continued)

SLURRY SEAL:

Oil and small aggregates are mixed together and placed on the road surface with specialized equipment. This treatment extends the wear life of the road surface (approximately 5-10 years). PREVENTIVE MAINTENANCE

MICRO SURFACE:

Micro surface is a polymer modified coldmix paving system that can remedy a broad range of problems. Like slurry seal, micro paving begins as a mixture of dense graded aggregate, asphalt emulsion, water, and mineral fillers. Micro paving has added capabilities thanks to the use of high-quality carefully monitored materials including advanced polymers and other modern additives. Micro surfaces life expectancy currently exceeds 7 years. It has capabilities of filing ruts up to 1 ½ inches deep and allows the roadway to reopen to traffic usually within an hour. PREVENTIVE MAINTENANCE

CHIP SEAL:

Oil is applied to the road surface and small aggregate is placed on top of the oil with specialized equipment. This treatment extends the wear life of the road surface (approximately 5-10 years). PREVENTIVE MAINTENANCE

CRACK SEAL:

Is done yearly, as budget allows, to seal off the street's surface extending the life of the road. PREVENTIVE MAINTENANCE

DUST SUPPRESSION:

Gravel roads have a material applied to them to suppress dust and keep moisture in the road surface. Application of this material is every year. PREVENTIVE MAINTENANCE

SEAL COAT:

Oil only is applied to new asphalt when it is installed to keep the surface of the asphalt sealed. PREVENTIVE MAINTENANCE

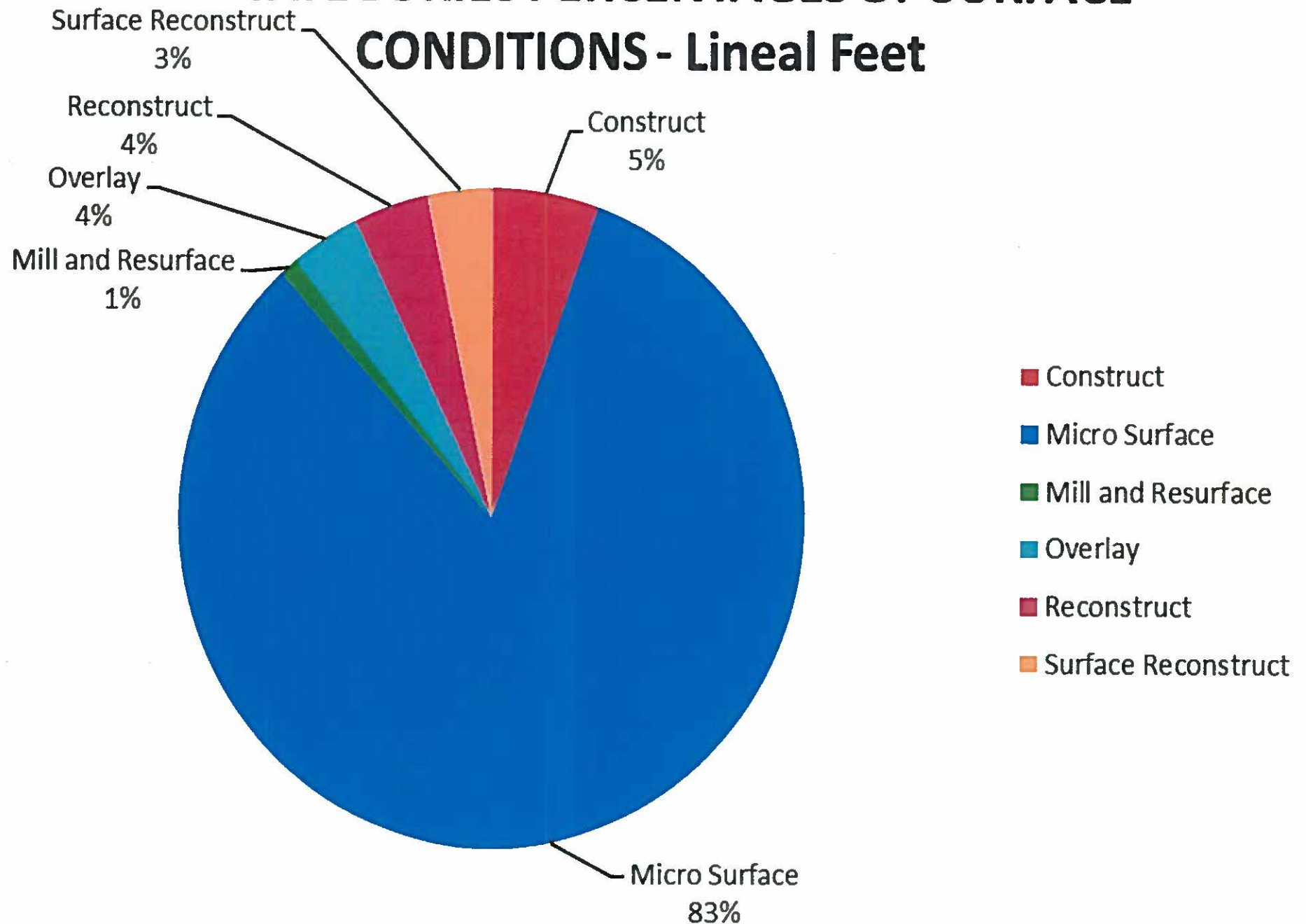
CONSTRUCT/RECONSTRUCT

A road that requires the surface to be fully removed, the base materials re-compacted (or replaced as necessary), a new road section designed to meet traffic use, and a new asphalt surface installed. This category includes construction and reconstruction.

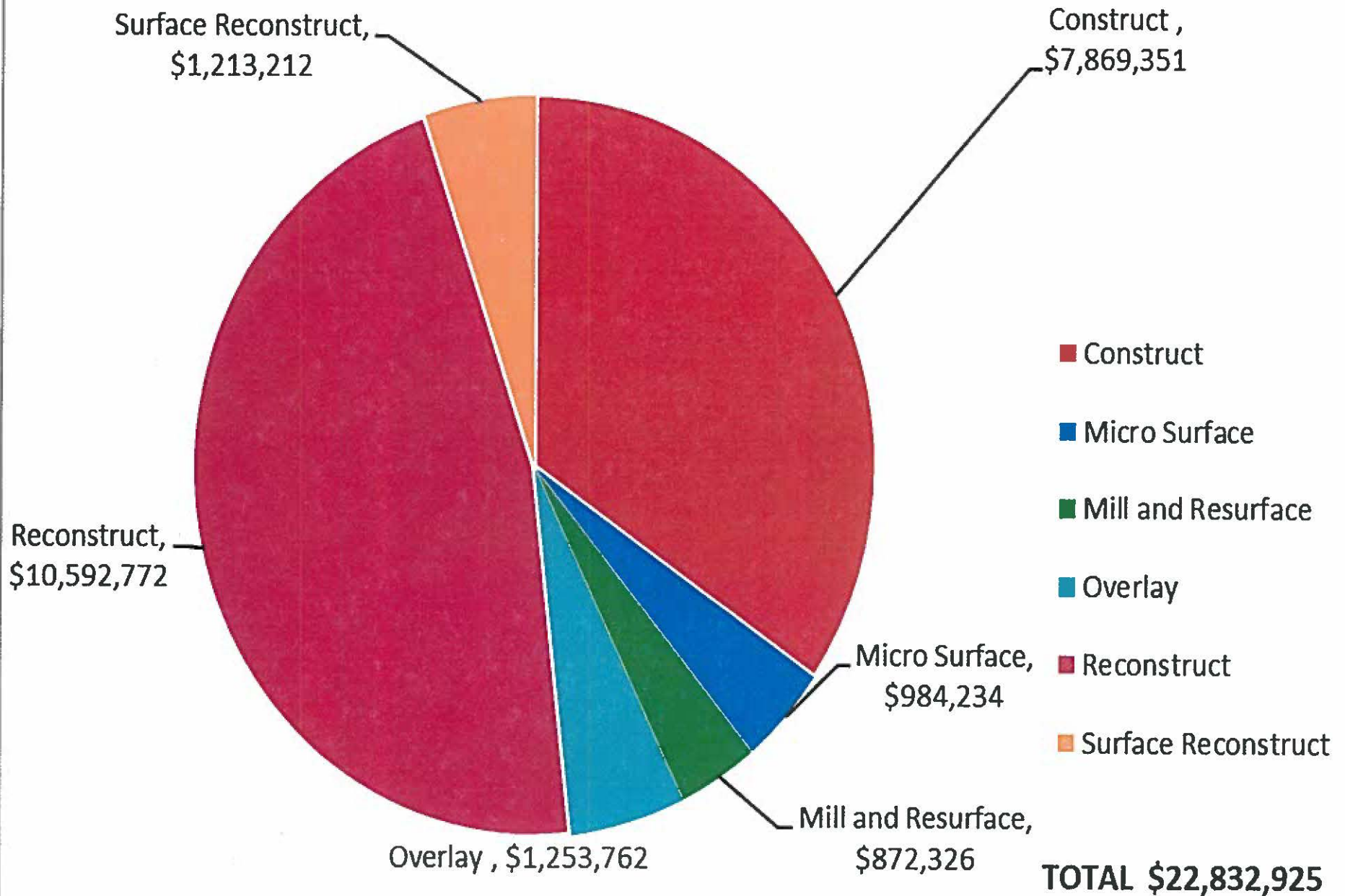
PREVENTIVE MAINTENANCE

Needed to extend the life of a road and to keep the cost of maintenance low. Surface treatments are added to prevent water from damaging asphalt, increase friction, add wear for longevity, and seal cracks to prevent the base and subgrade from being damaged. This category includes overlay, chip seal, slurry seal, micro pave, seal coat and dust suppression.

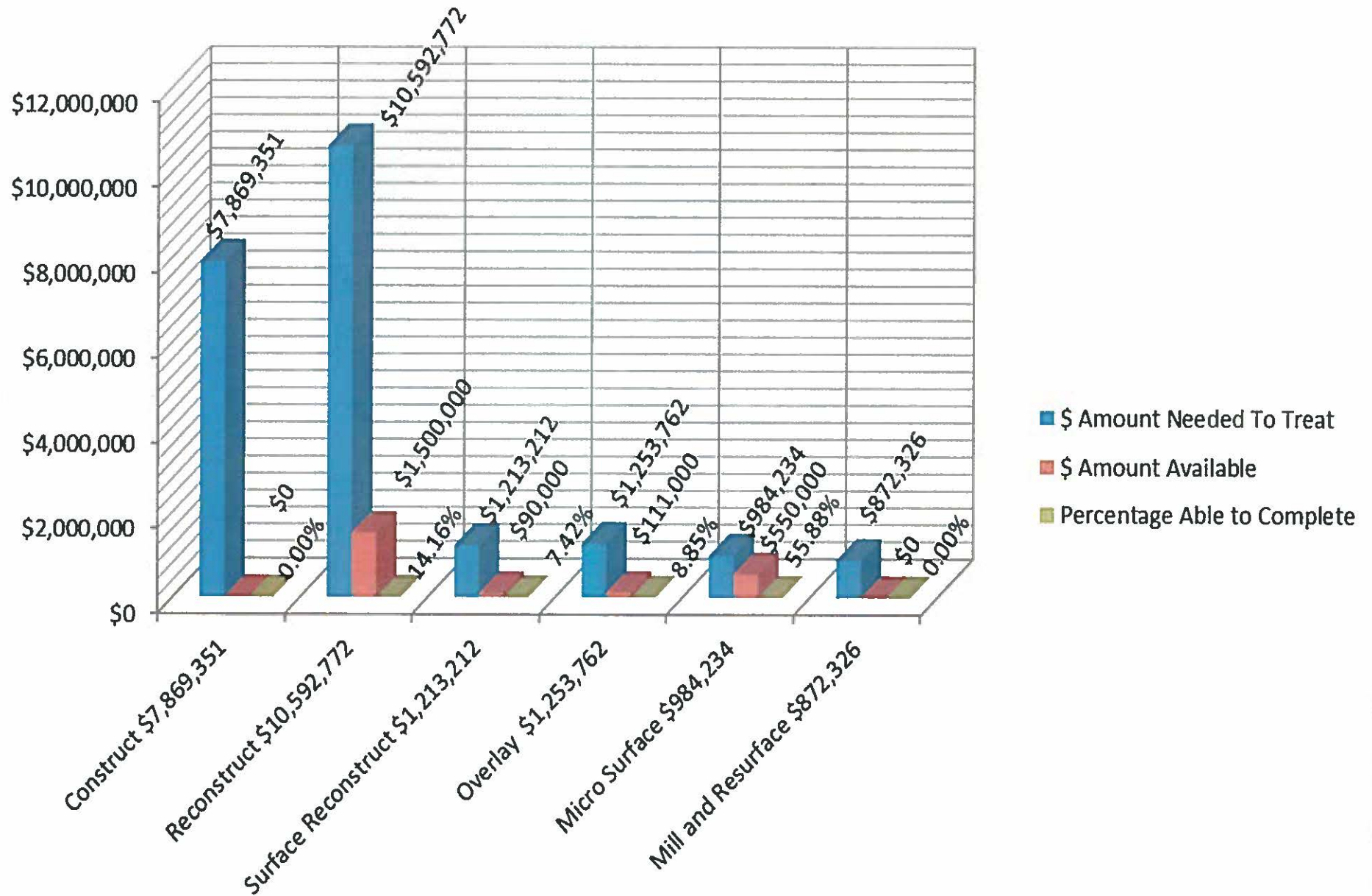
ALL CATEGORIES PERCENTAGES OF SURFACE CONDITIONS - Lineal Feet



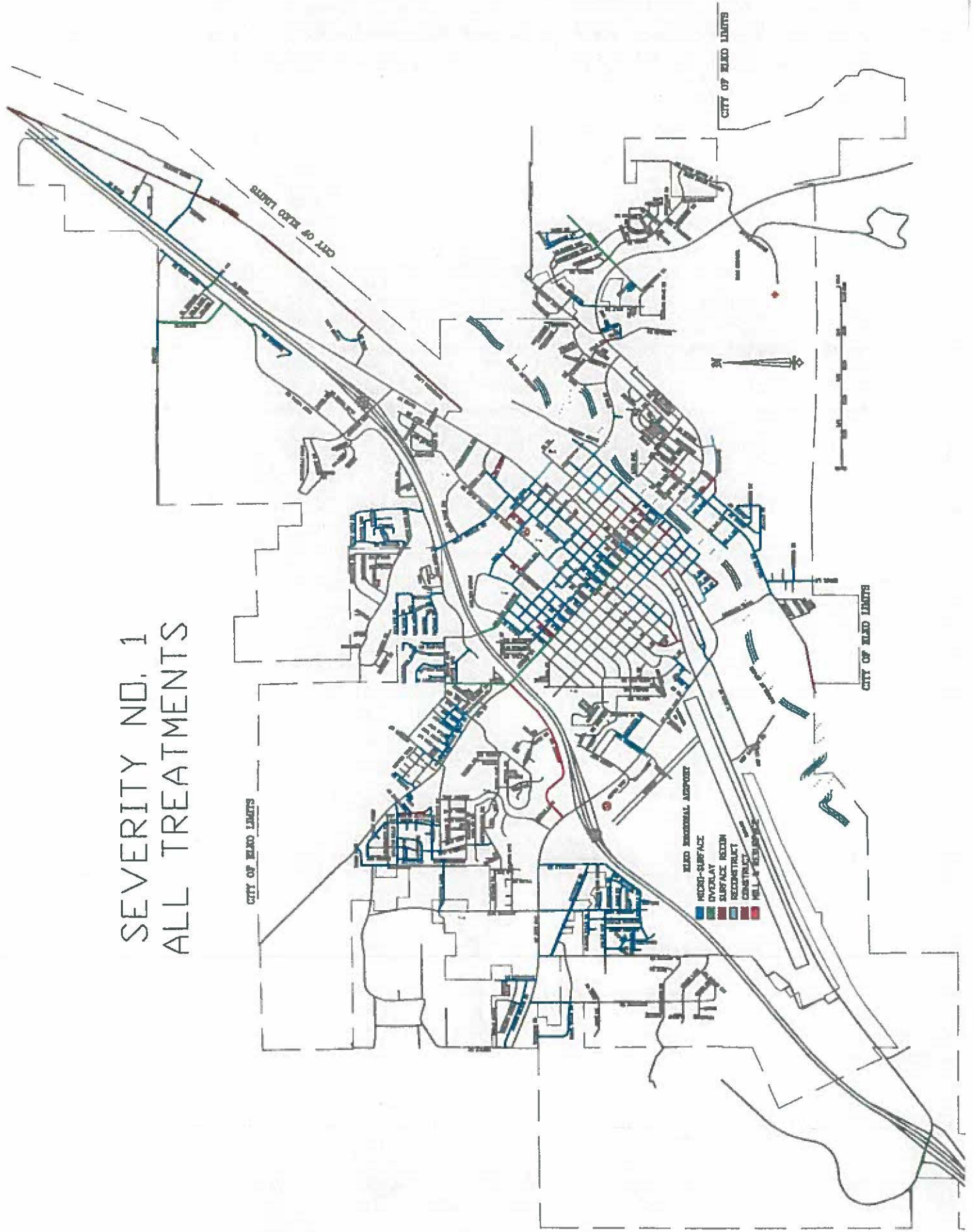
SEVERITY 1 TOTAL COST TO TREAT



COST TO TREAT COMPARED TO FUNDS AVAILABLE SEVERITY 1 ONLY



SEVERITY NO. 1 ALL TREATMENTS



CONSTRUCT/RECONSTRUCT CAPITAL CONSTRUCTION FUND SEVERITY RATING 1

There is a total of 9,996 lineal feet with this rating for construction.
That is a total of 1.89 miles.

The estimated cost for new construction is \$7,869,351

- There will be \$0 in the 20/21 budget. 0 l.f. to be completed after July 1, 2020.
The estimated cost of new construction includes installation of water and sewer lines and is based on \$787.25 per lineal foot.

There is a total of 14,471 lineal feet with this rating for reconstruction.
That is a total of 2.74 miles.

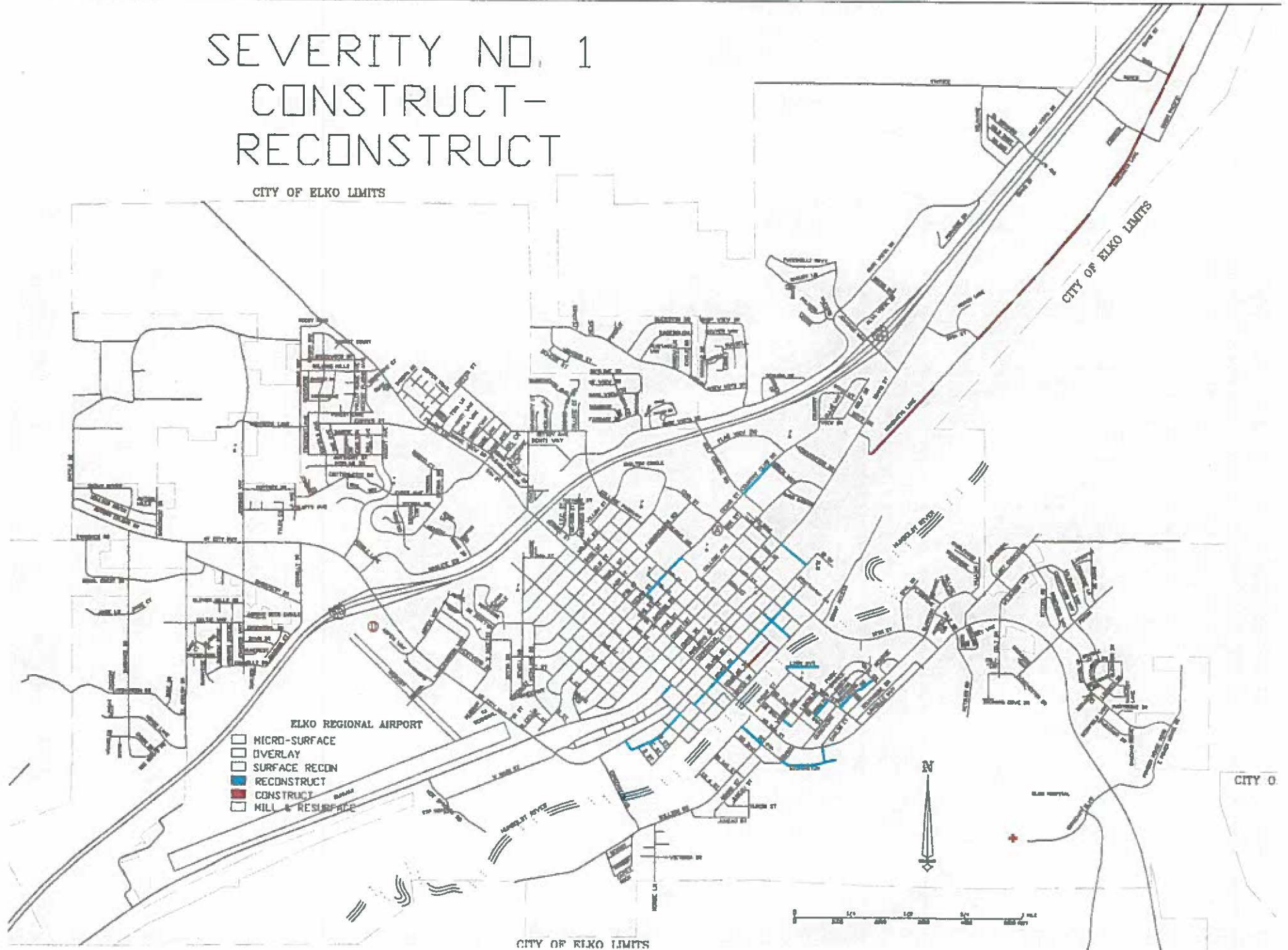
The estimated cost for reconstruction is \$10,592,772

- There will be \$40,000 in the 19/20 budget. 670 l.f. of 30' wide street, with no curb gutter or sidewalk, to be completed after July 1, 2020
- The cost of re-construction is based on \$732.00 per lineal foot for a 46' wide street.

NOTE: The Capital Construction Fund monies are being reserved for the Cedar Street Reconstruction Project.

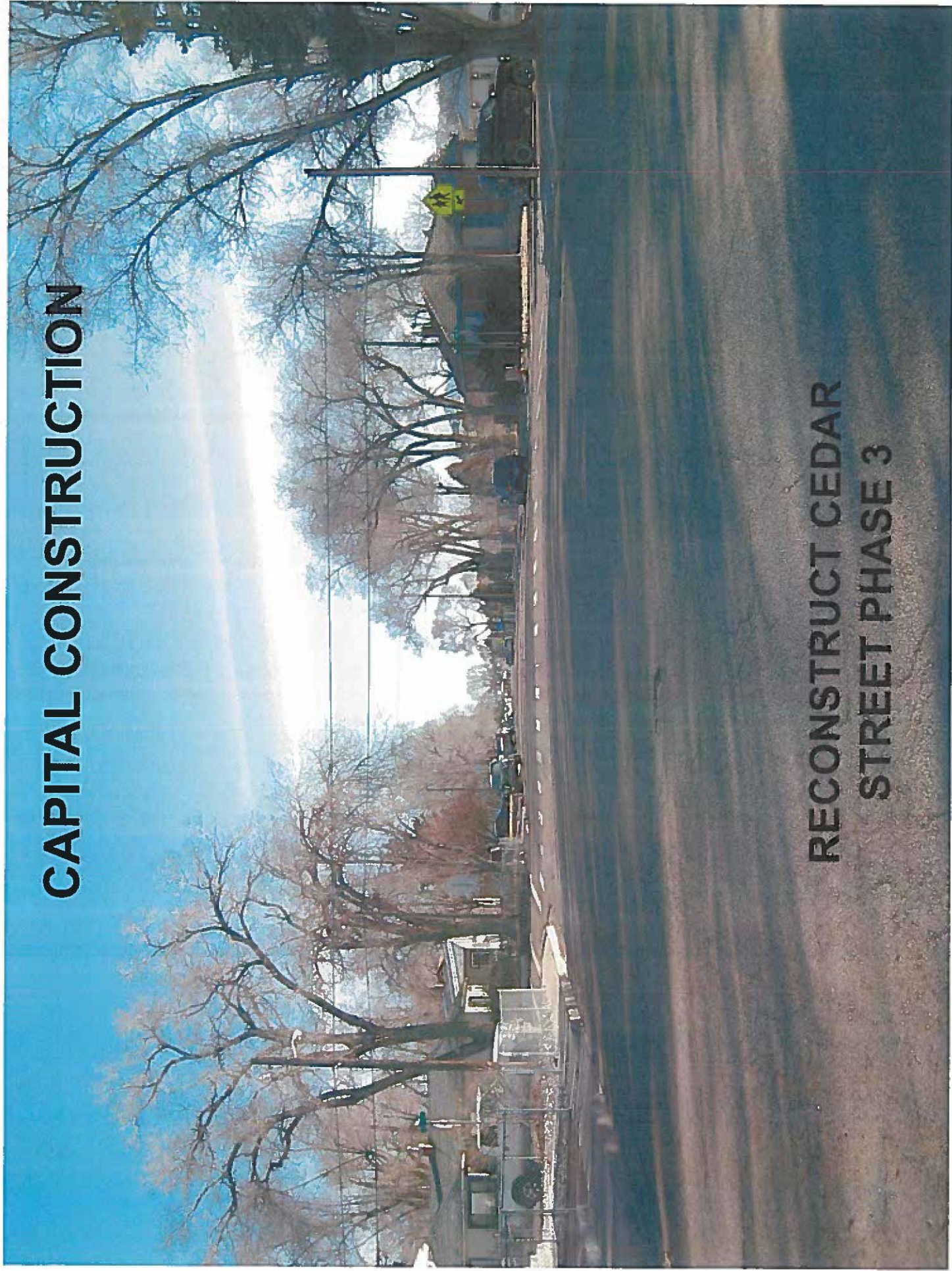
SEVERITY NO. 1 CONSTRUCT- RECONSTRUCT

CITY OF ELKO LIMITS



CAPITAL CONSTRUCTION

RECONSTRUCT CEDAR STREET PHASE 3



SURFACE RECONSTRUCTION

GENERAL FUND

SEVERITY RATING 1

There is a total of 15,049 lineal feet with this rating for surface reconstruct.

That is a total of 2.85 miles. The estimated cost is \$1,213,212.

- The estimated cost is based on \$84.00 per lineal foot for a 46-foot wide street (with City forces).
- There is \$64,000 in the 19/20 budget. ±760 l.f. to be completed before July 1, 2020.
- There is \$200,000 in the hotmix budget.
- Inventories and maintenance classification can change on a yearly basis. Inventory is performed annually in early spring.

SEVERITY NO. 1 SURFACE RECONSTRUCT

CITY OF ELKO LIMITS

ELKO REGIONAL AIRPORT

- MICRO-SURFACE
- OVERLAY
- SURFACE RECON
- RECONSTRUCT
- CONSTRUCT
- HILL & RESURFACE

CITY OF ELKO LIMITS

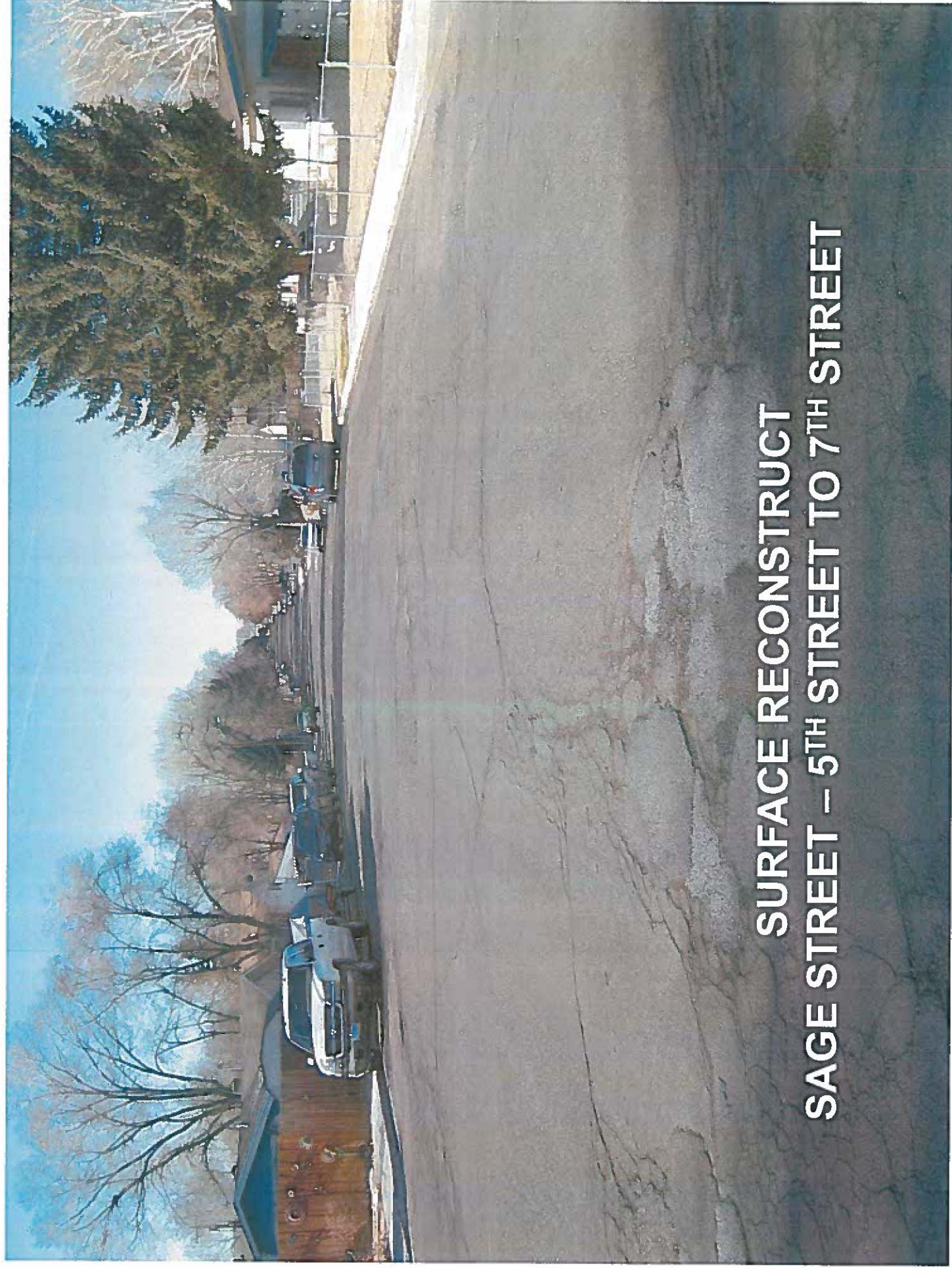
CITY OF ELKO LIMITS

CITY OF ELKO LIMITED

ELKO REGIONAL AIRPORT

- ☐ MICRO-SURFACE
☐ OVERLAY
☒ SURFACE RECON
☐ RECONSTRUCT
☐ CONSTRUCT
☐ HILL & RESURFACE





**SURFACE RECONSTRUCT
SAGE STREET – 5TH STREET TO 7TH STREET**

MILLING AND RESURFACING

GENERAL FUND

SEVERITY RATING 1

There is a total of 4,793 lineal feet with this rating for Milling and Resurfacing.

That is a total of .90 miles. The estimated cost is \$872,326

- The estimated cost is based on \$182.00 per lineal foot for a 46-foot wide street.
- There will be \$0 in the 20/21 budget. ± 0 l.f. to be completed after July 1, 2020.
- There is \$200,000 in the hotmix budget.
- Inventories and maintenance classification can change on a yearly basis. Inventory is performed annually in early spring.

SEVERITY NO. 1 MILL AND RESURFACE

CITY OF ELKO LIMITS

ELKO REGIONAL AIRPORT

- MICRO-SURFACE
- OVERLAY
- SURFACE RECON
- RECONSTRUCT
- CONSTRUCT
- MILL & RESURFACE

ELKO CITY

HUBBARD CITY

ELKO HOSPITAL

ELKO REGIONAL AIRPORT

ELKO CITY

HUBBARD CITY

ELKO HOSPITAL

CITY OF ELKO LIMITS

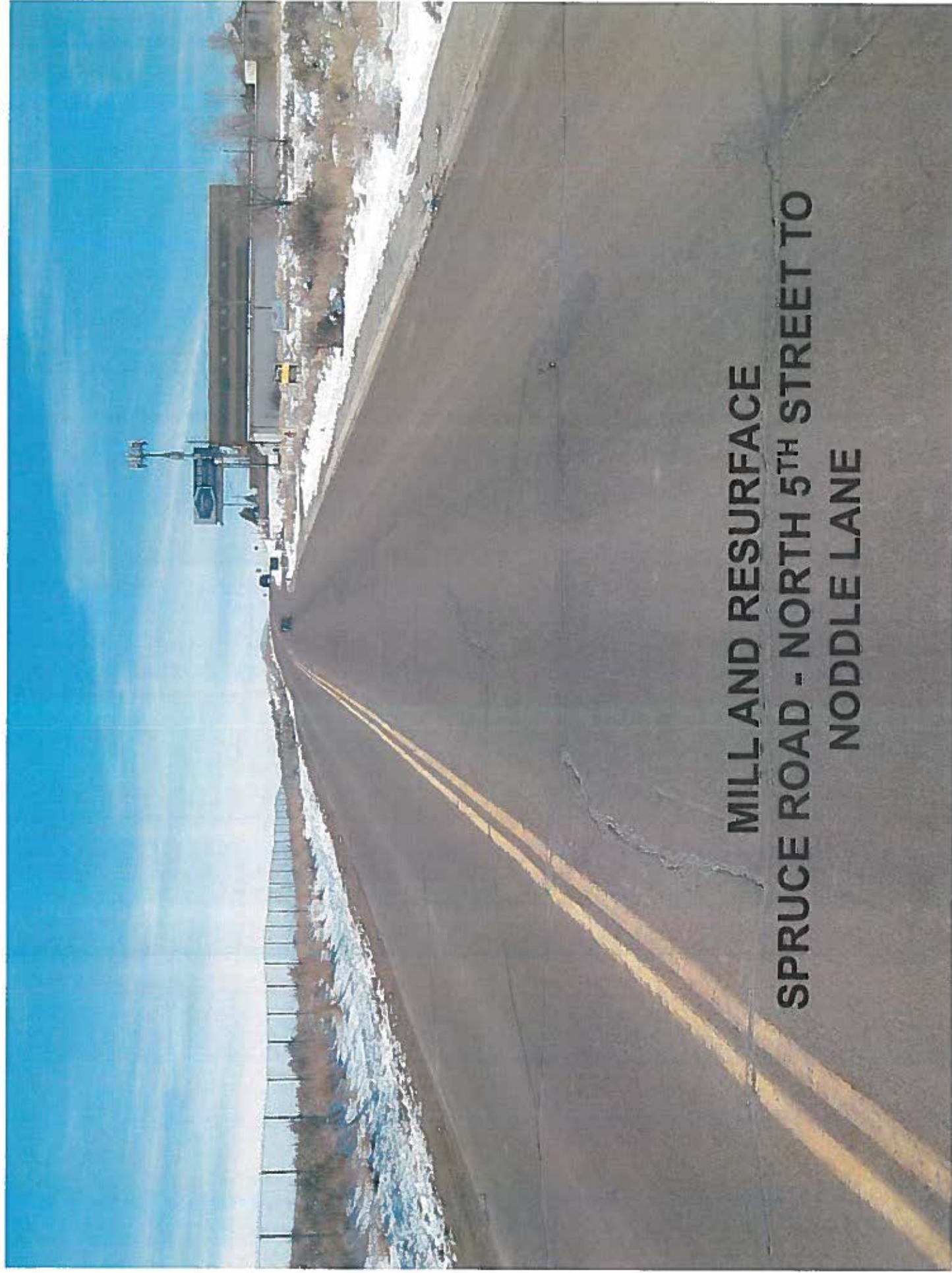
CITY OF ELKO LIMITED

ELKO REGIONAL AIRPORT

- ☐ MICRO-SURFACE
☐ OVERLAY
☐ SURFACE RECON
☐ RECONSTRUCT
☐ CONSTRUCT
☒ MILL & RESURFACE

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CLAS HOSPITAL



**MILL AND RESURFACE
SPRUCE ROAD - NORTH 5TH STREET TO
NODDLE LANE**

OVERLAY GENERAL FUND SEVERITY RATING 1

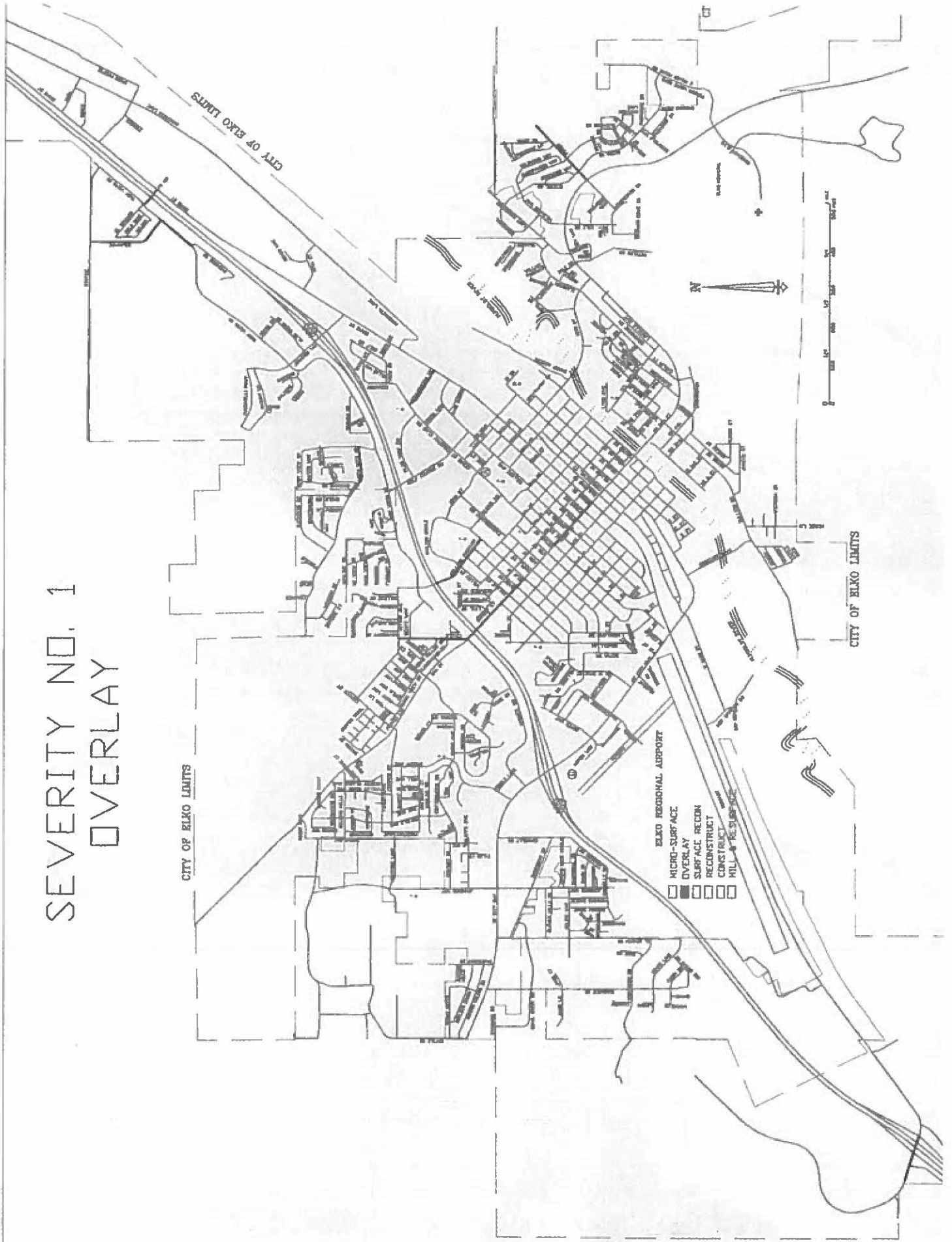
There is a total of 17,014 lineal feet with this rating for overlay.

That is a total of 3.22 miles. The estimated cost is \$1,253,762.

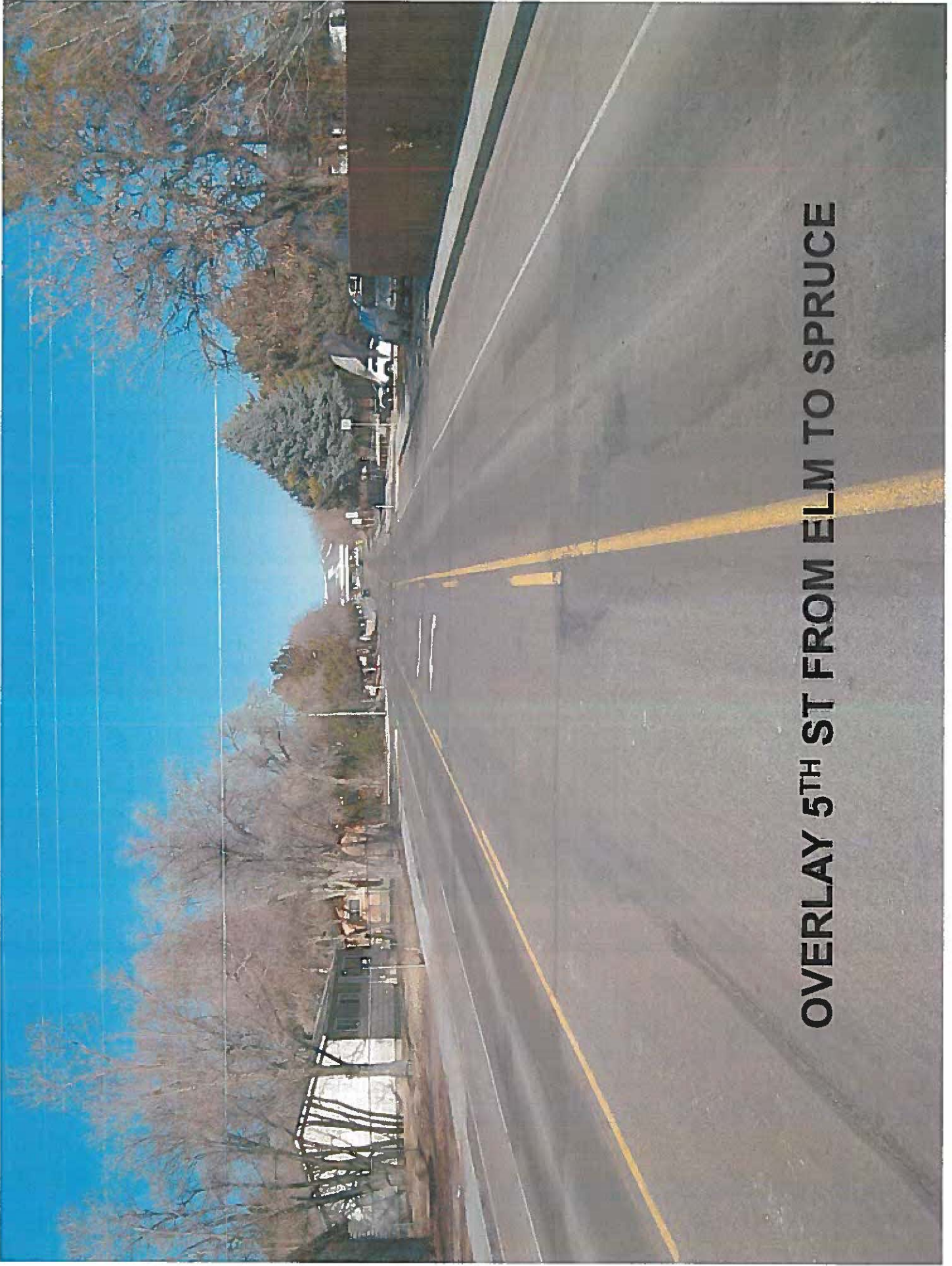
The estimated cost is based on \$73.69 per lineal foot for a 46-foot wide street with a 2" thick overlay (with City forces).

- There is approximately \$56,000 left in the 19/20 budget.
- ±3,0000 l.f. to be completed before July 1, 2020.
- There is \$200,000 in the FY 20/21 hotmix budget.
- ± 1885 l.f. to be completed after July 1, 2020.
- Inventories and maintenance classification can change on a yearly basis. Inventory is performed annually in early spring.

SEVERITY NO. 1 OVERLAY



OVERLAY 5TH ST FROM ELM TO SPRUCE



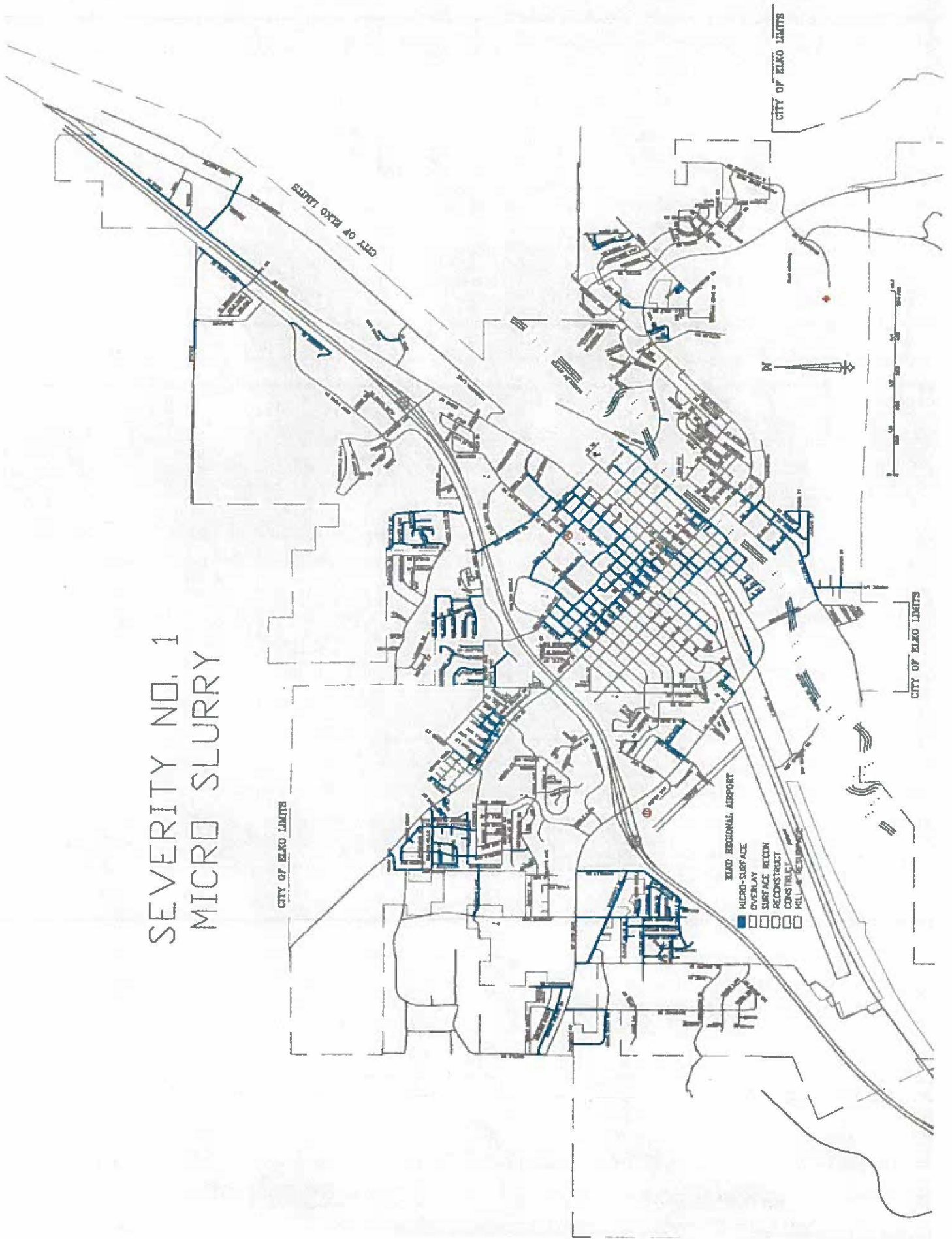
SLURRY/MICRO SURFACE

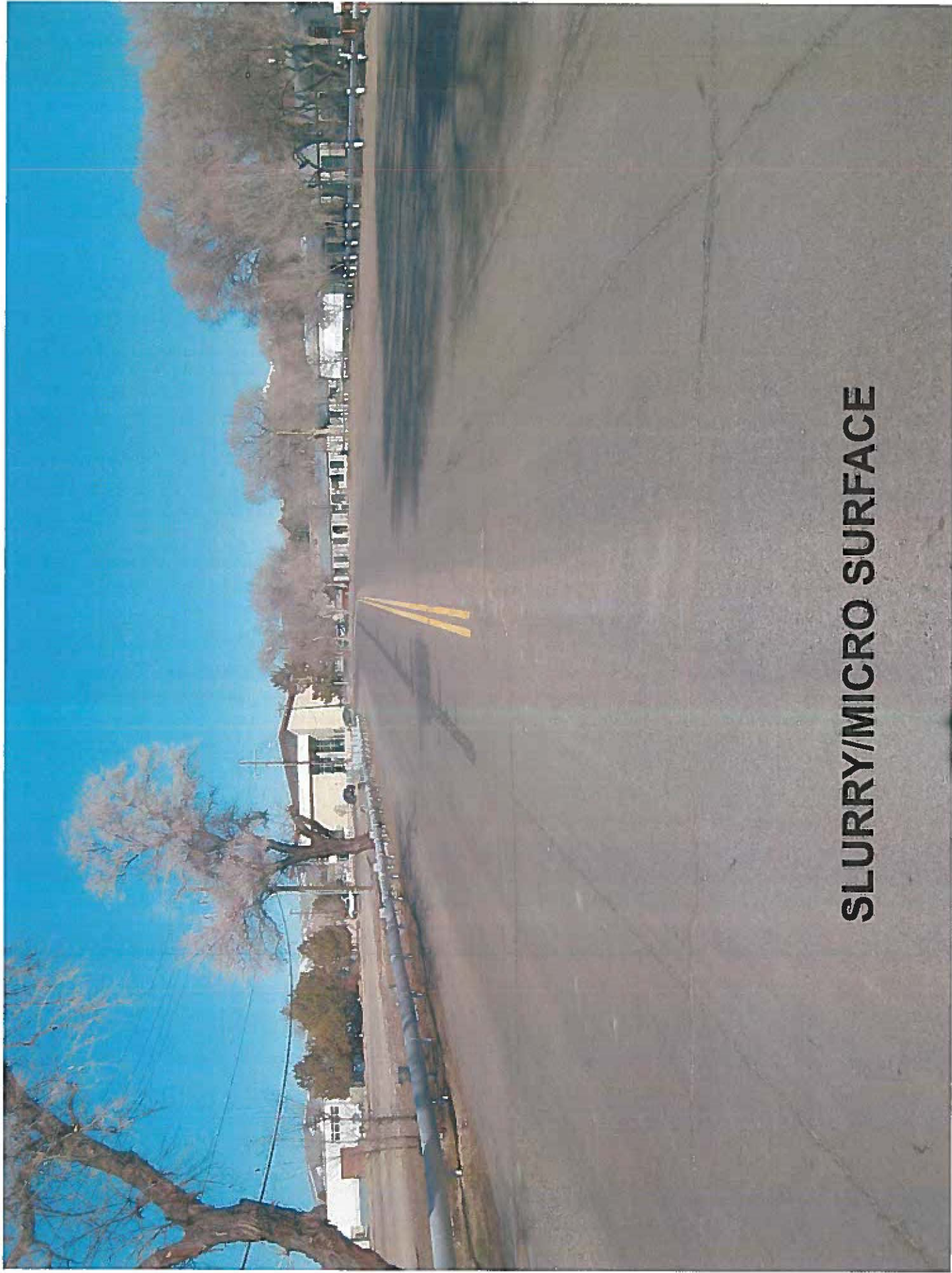
SEVERITY RATING 1

There is a total of 163,433 l.f. with this rating for slurry/micro surface. That is 30.95 miles. The estimated cost is \$980,598.

- The estimated cost is based on \pm \$6.00 per lineal foot for a 46-foot wide street.
- There is \$550,000 allocated in the 1920/21 budget for street maintenance. \pm 61,408 l.f. to be completed after July 1, 2020.
- Inventories and maintenance classification can change on a yearly basis. Inventory is performed annually in early spring

SEVERITY NO. 1 MICRO SLURRY





SLURRY/MICRO SURFACE

CRACK SEAL

- Crack seal will be done on an as needed basis.
- There is \$10,000 remaining in the 19/20 budget for Crack Sealing and \$20,000 in the 20/21 budget for Crack Sealing.



CRACK SEAL

CITY OF ELKO, NEVADA

2020 CONSTRUCTION SEASON PROJECT LIST

CAPITAL CONSTRUCTION:

Cedar Street Reconstruction Phase 3
Design of Spruce Road Mill & Resurface

SURFACE RECONSTRUCT:

FY 2019/20

±760 l.f.
± 670 l.f.

Sage Street from 5th Street to 7th Street
Manzanita Lane 670 feet east of UP Way
(30' wide section, no curb, gutter or sidewalk)

FY 2020/21

OVERLAY :

FY 2019/20

±3,000 l.f.

5th Street – Elm Street to
Spruce Road

FY 2020/21

±835 l.f.
±1050 l.f.

West Idaho from Exit 298 to end
Ruby Visa Drive from Paradise Drive to
Kittridge Canyon Road

EXTENSIVE PATCHING

FY 2019/20

±1,422 l.f.

Indian View Heights Drive from Ruby
View Drive to the City limits

MICRO SLURRY:

FY 2020/21

±61,408 l.f.

of No. 1 Severity Rating plus the
Corridor Parking lot between 7th & 8th

Total Lineal Feet:

±69,145 l.f.

Total Miles:

± 13.09

**Elko City Council
Agenda Action Sheet**

1. Title: **Review and possible approval of “Administrative Leave with Pay” for full-time employees sent home pursuant to Governor Sisolak’s amended shutdown order, starting April 11, 2020 and until April 30, 2020, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **April 7, 2020**
3. Agenda Category: **PERSONNEL**
4. Time Required: **10 Minutes**
5. Background Information: **During the March 18, 2020 Emergency Meeting, the City Council amended the City of Elko Sick Leave Policy to allow full-time City employees to use accrued Sick Leave if sent home pursuant to the Governor’s shutdown order, with the intention of keeping full-time City employees in a pay status. Employees without adequate sick leave accruals were eligible for Sick Leave donations. A total of 3,202 hours were donated by City employees to cover the deficit through April 10, 2020.**

Due to Governor Sisolak’s Emergency Directive 010, effectively extending the statewide business shutdown until April 30, 2020, the City of Elko needs a mechanism to keep affected full-time employees in a pay status beyond April 10, 2020. CC
6. Budget Information:

Appropriation Required: **N/A**
Budget amount available: **N/A**
Fund name: **N/A**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information:
9. Recommended Motion: **Motion to approve the “Administrative Leave with Pay” for full-time employees sent home pursuant to Governor Sisolak’s amended shutdown order, starting April 11, 2020 and until April 30, 2020.**
10. Prepared By: **Curtis Calder, City Manager**
11. Committee/Other Agency Review:
12. Council Action:
13. Council Agenda Distribution:

**Elko City Council
Agenda Action Sheet**

1. **Title: Review, consideration, and possible award of the bid for the Cedar Street Reconstruction Project Phase 3, and matters related thereto. FOR POSSIBLE ACTION**
2. **Meeting Date: April 7, 2020**
3. **Agenda Category: APPROPRIATION**
4. **Time Required: 5 Minutes**
5. **Background Information: Bids were received until 3:00 p.m. on March 19, 2020. This item has been approved and budgeted for in the 2019/20 Fiscal Year Budget, Capital Construction Fund. DS**
6. **Budget Information:
Appropriation Required: \$1,500,000.00
Budget amount available: \$1,500,000.00
Fund name: Capital Construction**
7. **Business Impact Statement: Not Required**
8. **Supplemental Agenda Information: A bid tabulation will be provided at the meeting.**
9. **Recommended Motion: Award the bid for the Cedar Street Reconstruction Project Phase 3 to _____.**
10. **Prepared By: Dennis Strickland, Public Works Director**
11. **Committee/Other Agency Review:**
12. **Council Action:**
13. **Agenda Distribution: Lana Carter, lanalcarter@live.com**

CITY OF ELKO
BID TABULATION
PROJECT NAME: Cedar Street Phase 3
DATE: 3/19/2020

CONTRACTOR	
Name	Great Basin Engineering Contractors
Address	PO Box 396
City State	Elko, NV 89801
Phone No.	775-738-1265

CONTRACTOR	
Name	Q&D Construction
Address	1050S 21st Street
City State	Sparks, NV 89431
Phone No.	775-786-2677

No.	Bid Item Description	Bid Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount
1	Mobilization and Demobilization	1	L.S.	\$ 56,222.00	\$ 56,222.00	\$ 155,153.24	\$ 155,153.24
2	Traffic Control	1	L.S.	\$ 8,476.43	\$ 8,476.43	\$ 155,000.00	\$ 155,000.00
3	Remove Existing Curb and Gutter	1722	L.F.	\$ 8.88	\$ 15,291.36	\$ 18.00	\$ 30,996.00
4	Remove Existing Gutter	636	L.F.	\$ 7.78	\$ 4,948.08	\$ 22.50	\$ 14,310.00
5	Remove Existing Concrete Sidewalk	4856	S.F.	\$ 4.08	\$ 19,812.48	\$ 5.75	\$ 27,922.00
6	Remove Existing Apron & V-Gutter	569	S.F.	\$ 4.42	\$ 2,514.98	\$ 10.75	\$ 6,116.75
7	Remove and Replace Existing 6-foot High Chain Link Fence	31	L.F.	\$ 58.50	\$ 1,813.50	\$ 57.00	\$ 1,767.00
8	Remove Paved Cemetery Sidewalk	6418	S.F.	\$ 2.74	\$ 17,585.32	\$ 4.00	\$ 25,672.00
9	Remove Pavement for Patch Back near Cemetery	924	S.F.	\$ 3.24	\$ 2,993.76	\$ 5.15	\$ 4,758.60
10	Saw Cut Concrete	100	L.F.	\$ 7.10	\$ 710.00	\$ 10.00	\$ 1,000.00
11	Pulverize Existing Pavement & Base	64829	S.F.	\$ 0.13	\$ 8,427.77	\$ 0.19	\$ 12,317.51
12	Type 1 Curb & Gutter	2404	L.F.	\$ 59.29	\$ 142,533.16	\$ 45.25	\$ 108,781.00
13	6-Foot Valley Gutter & Aprons	1020	S.F.	\$ 32.26	\$ 32,905.20	\$ 19.00	\$ 19,380.00
14	4" Thick Concrete Sidewalk	12087	S.F.	\$ 12.99	\$ 157,010.13	\$ 8.75	\$ 105,761.25
15	Thickened Edge Driveway Crossing	2257	S.F.	\$ 22.21	\$ 50,127.97	\$ 15.50	\$ 34,983.50
16	Modified Drop Inlet	2	EA	\$ 2,580.35	\$ 5,160.70	\$ 3,400.00	\$ 6,800.00
17	Truncated Domes (2 feet by Width of Curb Ramp)	14	EA	\$ 278.56	\$ 3,899.84	\$ 400.00	\$ 5,600.00
18	4" concrete Accessible Ramps	1197	S.F.	\$ 29.19	\$ 34,940.43	\$ 14.00	\$ 16,758.00
19	4-inch A.C.	50620	S.F.	\$ 3.50	\$ 177,170.00	\$ 3.00	\$ 151,860.00
20	10-inch Roadbed Modification	50620	S.F.	\$ 1.38	\$ 69,855.60	\$ 1.00	\$ 50,620.00
21	3-inch A.C.	5462	S.F.	\$ 3.49	\$ 19,062.38	\$ 3.25	\$ 17,751.50
22	9-inch Type 2, Class B Aggregate Base	5462	S.F.	\$ 3.90	\$ 21,301.80	\$ 3.60	\$ 19,663.20
23	Fine Grading of Landscapes Areas (6" Depth)	6379	S.F.	\$ 1.73	\$ 11,035.67	\$ 2.75	\$ 17,542.25
24	1"-2" Washed Rock Mulch (4" Depth)	81	C.Y.	\$ 174.08	\$ 14,100.48	\$ 365.00	\$ 29,565.00
25	1.5"-3" Washed Rock Mulch at the Bottom of the Swale (4" Depth)	23	C.Y.	\$ 212.42	\$ 4,885.66	\$ 415.00	\$ 9,545.00
26	Shredded Bark Mulch at Shrubs	2	C.Y.	\$ 96.74	\$ 193.48	\$ 455.00	\$ 910.00
27	Large Boulders (2' - 3.5')	65	C.Y.	\$ 325.43	\$ 21,152.95	\$ 112.00	\$ 7,280.00
28	Small Boulders (less than 2')	25	C.Y.	\$ 296.06	\$ 7,401.50	\$ 120.00	\$ 3,000.00
29	Irrigation Systems and Components	6045	S.F.	\$ 6.07	\$ 36,693.15	\$ 10.00	\$ 60,450.00
30	Trees	20	EA	\$ 900.51	\$ 18,010.20	\$ 2,275.00	\$ 45,500.00
31	Shrubs	226	EA	\$ 82.90	\$ 18,735.40	\$ 135.00	\$ 30,510.00
32	Root Barrier	144	L.F.	\$ 8.30	\$ 1,195.20	\$ 106.00	\$ 15,264.00
33	Landscape Border	65	L.F.	\$ 43.83	\$ 2,848.95	\$ 15.50	\$ 1,007.50
34	Keystone Retaining Wall	31	L.F.	\$ 292.64	\$ 9,071.84	\$ 286.00	\$ 8,866.00
35	Survey Monuments	1	EA	\$ 1,839.95	\$ 1,839.95	\$ 1,085.00	\$ 1,085.00
36	Adjust Valve Boxes to Grade	10	EA	\$ 887.99	\$ 8,879.90	\$ 1,085.00	\$ 10,850.00
37	Adjust Communication Box to Grade	1	EA	\$ 2,219.97	\$ 2,219.97	\$ 1,500.00	\$ 1,500.00
38	Grading	1	L.S.	\$ 69,287.34	\$ 69,287.34	\$ 106,000.00	\$ 106,000.00
39	Over Excavation - Additional Subgrade	500	C.Y.	\$ 26.77	\$ 13,385.00	\$ 15.00	\$ 7,500.00
40	Over Excavation - Geotextile	930	S.F.	\$ 6.49	\$ 6,035.70	\$ 0.75	\$ 697.50
41	Over Excavation - Type 2, Class B, Aggregate Base	500	C.Y.	\$ 26.77	\$ 13,385.00	\$ 25.00	\$ 12,500.00
42	Remove Valve Boxes	7	EA	\$ 286.40	\$ 1,994.80	\$ 250.00	\$ 1,750.00
43	Remove Existing Water Services and Curb Box	16	EA	\$ 443.99	\$ 7,103.84	\$ 1,000.00	\$ 16,000.00
44	Remove Existing 6"X4" Cross	1	EA	\$ 844.09	\$ 844.09	\$ 700.00	\$ 700.00

45	Install 1" Water Meter Box	16	EA	\$	2,546.44	\$	40,743.04	\$	1,400.00	\$	22,400.00
46	Install 1" Water Service Connection and line	16	EA	\$	3,429.05	\$	54,864.80	\$	2,500.00	\$	40,000.00
47	Excavation, Backfill and Materials for 12"X6" Hot Tap	1	EA	\$	5,582.16	\$	5,582.16	\$	5,000.00	\$	5,000.00
48	Excavation, Backfill and Materials for 12"X4" Hot Tap	4	EA	\$	4,380.91	\$	17,523.64	\$	2,000.00	\$	8,000.00
49	6" Gate Valve (mj)	1	EA	\$	1,573.15	\$	1,573.15	\$	2,700.00	\$	2,700.00
50	4" Gate Valve (mj)	4	EA	\$	1,351.86	\$	5,407.44	\$	1,150.00	\$	4,600.00
51	6" Romac Coupling	3	EA	\$	827.22	\$	1,881.66	\$	325.00	\$	975.00
52	4" Romac Coupling	4	EA	\$	575.59	\$	2,302.36	\$	240.00	\$	960.00
53	6" C-900 DR 18 Water Pipe	20	L.F.	\$	66.27	\$	1,325.40	\$	200.00	\$	4,000.00
54	4" C-900 DR 18 Water Pipe	152	L.F.	\$	68.70	\$	10,442.40	\$	65.00	\$	9,880.00
55	Cap 4" Line	2	EA	\$	267.26	\$	534.52	\$	400.00	\$	800.00
56	Valve Boxes	12	EA	\$	401.92	\$	4,823.04	\$	215.00	\$	2,580.00
57	Traffic Rated Box	1	EA	\$	1,444.29	\$	1,444.29	\$	1,750.00	\$	1,750.00
58	Adjust Valve Boxes to Grade	3	EA	\$	887.99	\$	2,663.97	\$	1,000.00	\$	3,000.00
59	Saw Cut Pavement	282	L.F.	\$	7.10	\$	2,002.20	\$	6.65	\$	1,875.30
60	Remove Pavement	972	S.F.	\$	5.33	\$	5,180.76	\$	4.75	\$	4,617.00
61	Remove Existing Gutter	8	L.F.	\$	53.28	\$	426.24	\$	160.00	\$	1,280.00
62	Remove Existing Sidewalk	24	S.F.	\$	18.50	\$	444.00	\$	80.00	\$	1,920.00
63	3-inch A.C	972	S.F.	\$	13.22	\$	12,849.84	\$	3.00	\$	2,916.00
64	9-inch A.C	972	S.F.	\$	5.77	\$	5,608.44	\$	3.50	\$	3,402.00
65	Type 1 Curb & Gutter	8	L.F.	\$	235.18	\$	1,881.44	\$	48.00	\$	384.00
66	4" Thick Concrete Sidewalk	24	S.F.	\$	111.41	\$	2,673.84	\$	15.00	\$	360.00
TOTAL BASE BID					\$	1,304,911.59		\$	1,484,393.10		

	ALTERNATE 1 - Country Club Drive Improvements		
	Bld Items		
1	Remove Existing Curb and Gutter	612	L.F
2	Remove Existing Roll Curb	165	L.F
3	Remove Existing Sidewalk	2044	S.F
4	Remove Existing Drop Inlets	3	EA
5	Remove Existing Valley Gutter	173	S.F
6	Remove Pavement for Patch Back	484	S.F
7	Pulverize Existing Pavement and Base	31590	S.F
8	Type 1 Curb and Gutter	834	L.F
9	4" Thick Concrete Sidewalk	3685	S.F
10	Reinforced Driveway Crossing	120	S.F
11	4-inch A.C.	30780	S.F
12	10-inch Roadbed Modification	30780	S.F
13	3-inch A.C.	445	S.F
14	9-inch Type 2 Class B Aggregate Base	445	S.F
15	Truncated Domes (2 feet by Width of Curb Ramp)	2	EA
16	4" Accessible Curb Ramps	313	S.F
17	Type 4-R Drop Inlet	2	EA
18	Nyloplast Drop Inlet	1	EA
19	36"x36" Drop Inlet	1	EA
20	EP5-21 Outlet Box	1	EA
21	8" ADS N-12 Storm Drain Pipe	100	L.F
22	12" ADS N-12 Storm Drain Pipe	8	L.F
23	18" ADS N-12 Storm Drain Pipe	2	L.F
24	Set Sanitary Sewer Manhole Rims to Grade	2	EA
25	Grading	1	L.F
Total Alternate No. 1			

	Alternate 2 - Conduit for Future Fiber	Bld Quantity	Unit
	Bld Items		
1	Utility Trench for Fiber Optic	1190	L.F
2	Traffic Rated Pull Boxes	3	EA
Total Alternates No. 2			

Unit Price	Total Amount
\$ 8.67	\$ 5,306.04
\$ 8.07	\$ 1,331.55
\$ 3.20	\$ 6,540.80
\$ 359.69	\$ 1,079.07
\$ 6.11	\$ 1,057.03
\$ 5.34	\$ 2,584.56
\$ 0.13	\$ 4,106.70
\$ 52.16	\$ 43,501.44
\$ 14.51	\$ 53,469.35
\$ 41.04	\$ 4,924.80
\$ 4.00	\$ 123,120.00
\$ 1.75	\$ 53,865.00
\$ 5.66	\$ 2,518.70
\$ 4.17	\$ 1,855.65
\$ 282.45	\$ 564.90
\$ 28.77	\$ 9,005.01
\$ 3,658.00	\$ 7,316.00
\$ 3,149.21	\$ 3,149.21
\$ 3,989.94	\$ 3,989.94
\$ 3,900.04	\$ 3,900.04
\$ 49.55	\$ 4,955.00
\$ 149.53	\$ 1,196.24
\$ 834.69	\$ 1,669.38
\$ 959.20	\$ 1,918.40
\$ 34,104.17	\$ 34,104.17
	\$ 377,028.98

Unit Price	Total Amount
\$ 22.93	\$ 27,286.70
\$ 2,512.53	\$ 7,537.59
	\$ 34,824.29

Unit Price	Total Amount
\$ 19.00	\$ 11,628.00
\$ 17.00	\$ 2,805.00
\$ 5.00	\$ 10,220.00
\$ 1,600.00	\$ 4,800.00
\$ 14.00	\$ 2,422.00
\$ 5.00	\$ 2,420.00
\$ 0.40	\$ 12,636.00
\$ 44.00	\$ 36,696.00
\$ 9.25	\$ 34,086.25
\$ 18.00	\$ 2,160.00
\$ 3.15	\$ 96,957.00
\$ 1.15	\$ 35,397.00
\$ 6.50	\$ 2,892.50
\$ 4.85	\$ 2,158.25
\$ 500.00	\$ 1,000.00
\$ 13.00	\$ 4,069.00
\$ 3,500.00	\$ 7,000.00
\$ 3,500.00	\$ 3,500.00
\$ 3,500.00	\$ 3,500.00
\$ 3,500.00	\$ 3,500.00
\$ 100.00	\$ 10,000.00
\$ 117.00	\$ 936.00
\$ 650.00	\$ 1,300.00
\$ 1,500.00	\$ 3,000.00
\$ 47,000.00	\$ 47,000.00
	\$ 342,083.00

Unit Price	Total Amount
\$ 28.00	\$ 33,320.00
\$ 1,300.00	\$ 3,900.00
	\$ 37,220.00

Alternate 3 - Elko County School District 9th Street Improvements			
	Bid Items	Bid Quantity	Unit
1	Traffic Control	1	L.S
2	Remove Existing Pavement	9375	S.F
3	Remove Existing Sidewalk	474	S.F
4	Remove Existing Post Curb	80	L.F
5	Remove Existing Valley Gutter	495	S.F
6	Remove Existing Curb & Gutter	22	L.F
7	Remove Existing Valley Gutter and Apron at intersection of College/9TH	83	S.F
8	Saw Cut Pavement	894	L.F
9	Remove Grass, Planter and Irrigation System	502	L.F
10	Type 1 Curb & Gutter	539	L.F
11	Valley Gutter and Aprons	684	S.F
12	4" Thick Concrete Sidewalk	2020	S.F
13	Accessible Curb Ramps	247	S.F
14	Reinforced Driveway Crossing	359	S.F
15	Barrier Curb	34	L.F
16	Thickened Edge Sidewalk	808	S.F
17	ADA Truncated Domes (2 feet by Width of Curb Ramp)	2	EA
18	3-inch A.C	6825	S.F
19	9-inch Type 2 Class B Aggregate	6825	S.F
20	Remove and Reset Signs	2	EA
21	Parking Wheel Stops	12	EA
22	Striping	1	L.S
Total Alternate No. 3			

Unit Price	Total Amount
\$ 5,745.82	\$ 5,745.82
\$ 4.09	\$ 38,343.75
\$ 5.91	\$ 2,801.34
\$ 7.29	\$ 583.20
\$ 5.68	\$ 2,811.60
\$ 25.46	\$ 560.12
\$ 6.49	\$ 538.67
\$ 5.11	\$ 4,568.34
\$ 6.14	\$ 3,082.28
\$ 63.74	\$ 34,355.86
\$ 37.19	\$ 25,437.96
\$ 21.33	\$ 43,086.60
\$ 42.91	\$ 10,598.77
\$ 29.09	\$ 10,443.31
\$ 72.95	\$ 2,480.30
\$ 26.28	\$ 21,234.24
\$ 306.29	\$ 612.58
\$ 4.74	\$ 32,350.50
\$ 4.67	\$ 31,872.75
\$ 638.37	\$ 1,276.74
\$ 127.67	\$ 1,532.04
\$ 957.56	\$ 957.56
\$	275,274.33

Unit Price	Total Amount
\$ 19,000.00	\$ 19,000.00
\$ 3.50	\$ 32,812.50
\$ 6.60	\$ 3,128.40
\$ 16.75	\$ 1,340.00
\$ 3.75	\$ 1,856.25
\$ 25.00	\$ 550.00
\$ 9.00	\$ 747.00
\$ 2.25	\$ 2,011.50
\$ 6.25	\$ 3,137.50
\$ 56.00	\$ 30,184.00
\$ 16.00	\$ 10,944.00
\$ 9.00	\$ 18,180.00
\$ 16.00	\$ 3,952.00
\$ 16.00	\$ 5,744.00
\$ 58.00	\$ 1,972.00
\$ 12.00	\$ 9,696.00
\$ 900.00	\$ 1,800.00
\$ 3.50	\$ 23,887.50
\$ 3.25	\$ 22,181.25
\$ 650.00	\$ 1,300.00
\$ 115.00	\$ 1,380.00
\$ 1,500.00	\$ 1,500.00
\$	197,303.90

Total Base Bid	\$ 1,304,911.59
Total Alternate 1	\$ 377,028.98
Total Alternate 2	\$ 34,824.29
Total Alternate 3	\$ 275,274.33
Total Bid w/ Alternates	\$ 1,992,039.19

Total Base Bid	\$ 1,484,393.10
Total Alternate 1	\$ 342,083.00
Total Alternate 2	\$ 37,220.00
Total Alternate 3	\$ 197,303.90
Total Bid w/ Alternates	\$ 2,061,000.00

1st

2nd

\$60,450.00 (Item # 29 Bid Tab written amount is \$64,450.00)

\$2000.00 (Item # 48 - Bid Tab written amount is \$2000.00)

**Elko City Council
Agenda Action Sheet**

1. Title: **Review, consideration, and possible approval to enter into a Professional Services Agreement with Carter Engineering for the administration of quality control and quality assurance for the Cedar Street Reconstruction Project Phase 3 in the amount of \$146,390.00, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **April 14, 2020**
3. Agenda Category: **APPROPRIATION**
4. Time Required: **5 Minutes**
5. Background Information: **City Council is scheduled to award the contract for the Cedar Street Reconstruction Project Phase 3 on April 14, 2020. The quality control and quality assurance would include surveying, testing, field meetings, inspections and as-builts, etc. as described in the attached proposal from Carter Engineering. DS**
6. Budget Information:

Appropriation Required: \$146,390.00
Budget amount available: \$2,384,186.00
Fund name: Capital Construction - \$146,390.00
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **A copy of the Professional Services Agreement is included in the packet.**
9. Recommended Motion: **Approve the request from Staff to enter into a Professional Services Agreement with Carter Engineering for the administration of quality control and quality assurance for the Cedar Street Reconstruction Project Phase 3.**
10. Prepared By: **Dennis Strickland, Public Works Director**
11. Committee/Other Agency Review:
12. Council Action:
13. Agenda Distribution: **Lana Carter, Carter Engineering**
lanalcarter@live.com

Carter Engineering, LLC
Civil Engineering

P. O. Box 794
Elko, Nevada 89803
775-397-2531



February 29th, 2020

Dennis Strickland, Public Works Director
City of Elko
1751 College Avenue
Elko, Nevada 89803

Subject: Engineering services required during construction of the Cedar Street
Reconstruction Phase 3

Dear Dennis,

Attached is our scope of work and proposal for engineering services during construction for the subject project. The engineering services are based the project plans for Cedar Street Reconstruction Phase 3 prepare by Carter Engineering, LLC.

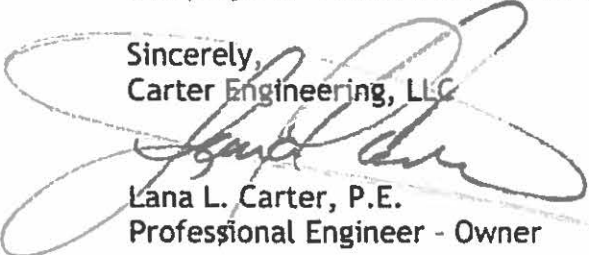
The estimated cost for this work as described in the attached scope of work for Phase IV - Administration of Construction Contract Phase including construction surveying and testing is summarized below. The charges will be billed on a time and materials basis and will not exceed this amount without written authorization.

Base Bid and Add Alt 2 - Cedar Street Improvements	\$115,865.00
Add Alternate 1 - Country Club Improvements	<u>\$ 30,525.00</u>
Total Base and Add Alt 1 & 2 for City of Elko	\$146,390.00

Add Alternate 3 - 9th Street for ECSD (School District) \$ 22,765.00

We appreciate the opportunity to provide this proposal to continue to assist you on this project. Please feel free to contact me should you have any questions.

Sincerely,
Carter Engineering, LLC


Lana L. Carter, P.E.
Professional Engineer - Owner

Attachments: The Land Group, Inc. - Scope and Proposal
High Desert Engineering, LLC - Scope and Proposal
Thurston Testing Laboratory - Scope and Proposal
NewFields - Scope and Proposal

SCOPE OF WORK
Phase IV - Administration of Construction Contract Phase
April 2020 to September 2020

Administration, Inspections and As-built BASE BID and ADD ALT 2

1. Review all shop drawings, manufacturer's submittal and samples furnished by the contractor in order to ensure that products are in compliance with the construction plans and specifications. (\$1,920.00 performed by Carter Engineering, LLC)
2. Prepare and distribute to all appropriate persons, any necessary bulletins, drawings, supplemental specifications, etc., necessary to clarify or supplement the Construction Documents throughout Phase IV. (\$1,920.00 performed by Carter Engineering, LLC)
3. Interpret drawings and specifications as necessary and in a timely manner in order that the requirements of contract documents shall be faithfully carried out. Consultant will keep City informed of the progress of the work. Consultant shall not accept any work which fails to conform to the Construction Documents. (\$2,880.00 performed by Carter Engineering, LLC)
4. Shall request and promptly review proposals for changes in the work, make recommendations to City, and, upon written authorization from City, promptly issue change orders in conformance with the requirements of the Construction Documents. No changes shall be made to the original copies of the Construction Documents. All changes to drawings shall be made on reproducible copies of the original drawings. Such revisions shall be clearly indicated and a current revisions date shall be included on the reproducible copy. Changes to specifications shall be made by consecutively numbered and dated addenda. (\$2,880.00 performed by Carter Engineering, LLC)
5. If requested by City, shall prepare all requests for change estimates. Change estimates shall be reviewed by Consultant and approved, if requested by City; (\$1,920.00 performed by Carter Engineering, LLC)
6. Daily visits (estimate ± 1 hour each for 150 work days), as required, to inspect construction activities, render decisions in the field and interpret drawings. On the basis of Consultant's observations, Consultant shall guard City against defects and deficiencies in the work and review the general quality of construction for reasonable conformance with the Construction Documents. Consultant shall submit periodic written reports, as may be and as often as shall be required by City, on the progress of construction with recommendations as to materials, manpower and quality of work. (\$18,000.00 performed by Carter Engineering, LLC)

7. In cases of apparent conflict in the work caused by two or more trades working side by side or close together, Consultant shall work with the contractor to resolve such conflict, including the resolution of any problems indicated on the coordinated mechanical composite shop drawings prepared by the contractor(s). Consultant shall use his best professional efforts in resolving such conflicts to the end that no additional cost shall accrue to City. (\$0.00 performed by Carter Engineering, LLC)
8. Attend meetings in the field, as regular job meetings, on a weekly basis, or more often, as may be required by City. (\$3,000.00 performed by Carter Engineering, LLC)
9. Consultant shall coordinate the activities of his/her consultants. (\$3,000.00 performed by Carter Engineering, LLC)
10. Consultant shall receive the contractor's requisitions for payment, and Consultant will determine the amounts owing to the contractor and will issue certificates for payment in the amounts. These certificates will constitute a representation to the City, based on Consultant's determination and the data comprising the requisitions for payment, that the work has progressed to the point indicated. By issuing a certificate of payment, Consultant represents to City that the quality of work is in accordance with the Construction Documents. Consultant shall conduct observations to determine the date of substantial completion and issue a final certificate of substantial completion, prior to City's acceptance of the work. Consultant shall also issue, prior to City's final acceptance of the work, a list of observed items, materials or systems for replacement or additional work by the contractor, and shall compile, in conjunction with the City, a final "punch list" prior to final acceptance and payment to the contractor, and shall then notify City of punch list corrections. Consultant shall conduct inspections to determine the date of final completion and issue a final certificate for payment when due, and have the contractor obtain and submit the written guarantees and releases required; (\$4,800.00 performed by Carter Engineering, LLC)
11. Consultant shall collect from the contractor, confirm the accuracy and completeness of the "as built" drawings and deliver two (2) sets (one paper and one electronic) to City upon completion of the Project; (\$3,840.00 performed by Carter Engineering, LLC)
12. Assuring that the contractor maintains an up-to-date set of record drawings reflecting "as-built" conditions of the work at all times. (\$2,880.00 Performed by Carter Engineering, LLC)
13. The applicable Phase IV support services for the landscape portion of this project will be provided by The Land Group, Inc as described in their attached proposal. The cost for this work described in the proposal from The Land Group, LLC is \$9,200.00.

Construction Surveying

14. The construction surveying will be performed by High Desert Engineering, LLC. per their attached proposal. The cost for this work as described in the proposal from High Desert Engineering, LLC. is \$19,000.00.

Construction Geotechnical Testing - Field and Laboratory Work

15. The construction testing on the backfill of all project utilities and all soils and concrete testing from the gutter lip outwards will be performed by Thurston Testing Laboratory. The scope of work is described in the attached proposal from Thurston Testing Laboratory is \$18,000.00.
16. The construction testing for the road subgrade, roadbed modification and asphalt portions of this project will be performed by NewFields. The scope of work is described in the attached proposal from NewFields is \$22,625.00.

Total of TASK IV = \$115,865.00 for BASE BID and ADD ALT 2

Administration, Inspections and As-built ADD ALT 1 - Country Club Dr

1. Review all shop drawings, manufacturer's submittal and samples furnished by the contractor in order to ensure that products are in compliance with the construction plans and specifications. (\$480.00 performed by Carter Engineering, LLC)
2. Prepare and distribute to all appropriate persons, any necessary bulletins, drawings, supplemental specifications, etc., necessary to clarify or supplement the Construction Documents throughout Phase IV. (\$960.00 performed by Carter Engineering, LLC)
3. Interpret drawings and specifications as necessary and in a timely manner in order that the requirements of contract documents shall be faithfully carried out. Consultant will keep City informed of the progress of the work. Consultant shall not accept any work which fails to conform to the Construction Documents. (\$1,440.00 performed by Carter Engineering, LLC)
4. Shall request and promptly review proposals for changes in the work, make recommendations to City, and, upon written authorization from City, promptly issue change orders in conformance with the requirements of the Construction Documents. No changes shall be made to the original copies of the Construction Documents. All changes to drawings shall be made on reproducible copies of the original drawings. Such revisions shall be clearly indicated and a current revisions date shall be included on the reproducible copy. Changes to specifications shall be made by consecutively numbered and dated addenda. (\$1,440.00 performed by Carter Engineering, LLC)
5. If requested by City, shall prepare all requests for change estimates. Change estimates shall be reviewed by Consultant and approved, if requested by City; (\$960.00 performed by Carter Engineering, LLC)
6. Daily visits (estimate ± 1 hour each for 20 work days), as required, to inspect construction activities, render decisions in the field and interpret drawings. On the basis of Consultant's observations, Consultant shall guard City against defects and deficiencies in the work and review the general quality of construction for reasonable conformance with the Construction Documents. Consultant shall submit periodic written reports, as may be and as often as shall be required by City, on the progress of construction with recommendations as to materials, manpower and quality of work. (\$2,400.00 performed by Carter Engineering, LLC)



1.1. Roadbed Modification QA/QC

For each task, QA/QC performed for all tasks of the the roadbed modification and subgrade stabilization will include field and laboratory testing, along with observation of construction methodology and procedures. Field-testing will be performed on subgrade and asphalt pavement materials and will include the following procedures:

- In-situ Moisture/Density (nuclear gauge)
- Cement distribution

Laboratory testing will be performed on subgrade and asphalt materials and will include the following:

- Grain Size Analysis (soil and asphalt)
- Atterberg Limits (ASTM D4318)
- Laboratory Compaction
- R-Value
- Asphalt Cement Content
- Marshall Properties of Asphalt Concrete
- Rice Specific Gravity

Deliverables for this task will include daily reports, field test summaries, and individual laboratory test reports. The daily reports will be issued by noon the following work day and will include photos, summary of production during shift, QA/QC activities performed during shift, and any issues or delays encountered. Field density test results will be summarized and issued on a weekly basis, and individual lab test results will be issued as testing is completed.

2. COST ESTIMATE

A summary of cost is presented on Table 1.0. NewFields will only invoice for actual hours worked and expenses accrued. Our cost estimate is based on the following assumptions:

- A Senior Technician III will average 10 hours per day for the roadway milling, subgrade preparation, cement treated base and asphalt paving QA/QC portions of the project.
- Task 1: A Senior Technician III will be required for 2 days for roadway milling and subgrade preparation, 3 days for CTB activities and 5 days for ACC paving activities.
- Task 2: A Senior Technician III will be required for 2 days for milling, subgrade preparation and CTB activities and 1 day for ACC paving activities.



- Task 3: A Senior Technician III will be required for 2 days for milling, subgrade preparation and CTB activities and 1 day for ACC paving activities.
- To improve savings project management for all tasks will be performed under Task 1.
- Laboratory testing as shown in table 1.1.1. Our estimated laboratory testing summary is based on an assumed asphalt placement duration as per each task.
- QA/QC testing will be performed for the Roadbed Modification only. All additional QA/QC testing for curb, gutter, and sidewalk will be performed by others. NewFields can provide a quote for these services, if requested.

If you have questions regarding this proposal, please contact this office us at your earliest convenience at (775) 738-3399.

Sincerely,

NewFields Mining Design & Technical Services

Reviewed by:

Kerry A. Magnier, P.E.
Senior Geotechnical Engineer III

Kevin Lutes, P.E.
Principal, Partner

KM/KL

Addressee: (via e-mail)

Table 1.0
Carter Engineering LLC
Proposal for Construction Engineer QA/QC Services 20PE.022
Cost Estimate Summary

LABOR COSTS				
STAFF CATEGORY	TASK 1	TASK 2	TASK 3	TOTAL
Principal/Scientist I	\$ 860.00	\$ -	\$ -	\$ 860.00
Senior Project Manager II, Associate	\$ -	\$ -	\$ -	\$ -
Project Manager I, Sr. Remote Sensing GIS Analyst	\$ -	\$ -	\$ -	\$ -
Sr. Engineer/Scientist IV	\$ -	\$ -	\$ -	\$ -
Sr. Engineer/Scientist III	\$ 1,110.00	\$ -	\$ -	\$ 1,110.00
Sr. Engineer/Scientist II	\$ -	\$ -	\$ -	\$ -
Sr. Engineer/Scientist I	\$ -	\$ -	\$ -	\$ -
Project Engineer/Scientist III/Jr. Remote Sensing GIS Analyst	\$ -	\$ -	\$ -	\$ -
Project Engineer/Scientist II	\$ -	\$ -	\$ -	\$ -
Project Engineer/Scientist I	\$ -	\$ -	\$ -	\$ -
Staff Engineer/Scientist	\$ -	\$ -	\$ -	\$ -
Engineer/Scientist	\$ -	\$ -	\$ -	\$ -
Field/Lab Manager/CAD Manager/Special Inspector	\$ 540.00	\$ -	\$ -	\$ 540.00
Senior Technician III	\$ -	\$ -	\$ -	\$ -
Senior Technician II	\$ -	\$ -	\$ -	\$ -
Senior Technician I	\$ -	\$ -	\$ -	\$ -
Technician III	\$ 8,100.00	\$ 2,700.00	\$ 2,700.00	\$ 13,500.00
Technician II	\$ -	\$ -	\$ -	\$ -
Technician I	\$ -	\$ -	\$ -	\$ -
Office Manager	\$ 180.00	\$ -	\$ -	\$ 180.00
Administrator	\$ -	\$ -	\$ -	\$ -
Labor Subtotal	\$ 10,790.00	\$ 2,700.00	\$ 2,700.00	\$ 16,190.00
REIMBURSIBLE COSTS				
EXPENSE CATEGORY	TASK 1	TASK 2	TASK 3	TOTAL
Airfares	\$ -	\$ -	\$ -	\$ -
Lodging	\$ -	\$ -	\$ -	\$ -
Meals/Perdiem	\$ -	\$ -	\$ -	\$ -
Vehicle Costs ^{1,2}	\$ 720.00	\$ 720.00	\$ 720.00	\$ 2,160.00
Labor Based ODC ³	\$ 1,060.00	\$ 300.00	\$ 300.00	\$ 1,660.00
Laboratory costs	\$ 9,955.00	\$ 3,145.00	\$ 2,385.00	\$ 15,485.00
Outside Contractor ⁴	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00	\$ 300.00
Expense Subtotal	\$ 11,835.00	\$ 4,265.00	\$ 3,505.00	\$ 19,605.00
Task Total	\$ 22,625.00	\$ 6,965.00	\$ 6,205.00	\$ 35,795.00

1. Daily vehicle charge for short term projects (<30 days) will be applicable to vehicles furnished on-site over 4 hours per day. The rate is also good for one-way travel distance of 50 miles. A lower monthly rate can be provided for longer duration projects (>30 days).

2. IRS mileage rate will be charged in addition to daily rate for one-way travel distance in excess of 50 miles.

3. Other Direct Costs (ODC's) include postage, express mail, printing, plotting, computer and software use, telephone use and general office supplies.

4. Outside services include equipment, personnel and services that support NewFields project work. The Cost + 10% mark-up is to cover liability assumed by NewFields. If this liability can be minimized, the mark-up can be lower.

**Elko City Council
Agenda Action Sheet**

1. Title: **Review of the bids received and possible award of the Plantmix Bituminous Pavement materials to be used for the Year 2020 construction season, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **April 14, 2020**
3. Agenda Category: **APPROPRIATION**
4. Time Required: **5 Minutes**
5. Background Information: **Bids were received until 3:00 p.m. local time on Thursday, April 2, 2020. DS**
6. Budget Information: **Estimated amount to be used is 2,400 tons.**
Appropriation Required: **\$200,000**
Budget amount available: **\$200,000 (requested in the 2020/21 FY budget)**
Fund name: **General Fund; Public Works Dept.; Hot-mix**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **A bid tab is included in the packet.**
9. Recommended Motion: **Pleasure of the Council**
10. Prepared By: **Dennis Strickland, Public Works Director**
11. Committee/Other Agency Review:
12. Council Action:
13. Agenda Distribution:

**Elko City Council
Agenda Action Sheet**

1. Title: **Review, consideration and possible action to approve the City of Elko as the Nevada Department of Transportation Permittee for a Flashing Pedestrian Crossing and related upgrades to be located on Mountain City Highway at the intersection of Terminal Way, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **April 7, 2020**
3. Agenda Category: **NEW BUSINESS**
4. Time Required: **10 MINUTES**
5. Background Information: **Nevada Gold Mines has requested that the Nevada Department of Transportation (NDOT) consider permitting upgrades to the pedestrian crossing at the intersection on Mountain City Highway and Terminal Way. The NDOT, City staff and representatives for Nevada Gold Mines have discussed the merits of the project, along with the responsibility for design, construction and maintenance of the project. The NDOT has agreed to design and construction of the infrastructure and requested the City to be the permittee responsible for the maintenance of the infrastructure. All parties discussed the potential of a separate agreement between the City and Nevada Gold Mines addressing the maintenance of the infrastructure. It is not customary for the City to have a separate agreement with a private party for maintenance of infrastructure under a NDOT permit. Additionally, the City has permitted and benefitted from substantial development in immediate vicinity. The Assistant City Manager has communicated, to the NDOT and Nevada Gold Mines, that a separate maintenance agreement would not be consistent with past practice and present practical administrative difficulties under those types of agreements. Nevada Gold Mines concurs that there should not be a separate maintenance agreement. Nevada Gold Mines has requested City Council support of the project and commitment by the City to maintain the infrastructure as the NDOT permittee. SAW**
6. Budget Information:
 Appropriation Required: **N/A**
 Budget amount available: **N/A**
 Fund name: **N/A**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **Nevada Gold Mines letter dated March 12, 2020.**
9. Recommended Motion: **Approve the City of Elko as the Nevada Department of Transportation Permittee for a Flashing Pedestrian Crossing and related upgrades to be located on Mountain City Highway at the Intersection of Terminal Way conditioned on the NDOT designing and installing the upgrades at no cost to the**

Agenda Item IV.A.

City and City accepting the maintenance responsibility for the pedestrian infrastructure.

10. Prepared By: **Scott A. Wilkinson, Assistant City Manager**
11. Committee/Other Agency Review:
12. Council Action:
13. Agenda Distribution: **Boyd Ratliff, District III Engineer, BRatliff@dot.nv.gov; Alissa M. Wood, Nevada Gold Mines, awood@nevadagoldmines.com; John Hobbs,**



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Elko, Nevada
89801
Tel +1 775 748-1001
www.nevadagoldmines.com

Scott Wilkinson
Assistant City Manager
Elko, Nevada 89801

March 12, 2020

Topic: Flashing Pedestrian Crossings – RRFB's
Corner of Terminal Way and Mountain City Highway.

Mr. Wilkinson

Nevada Gold Mines appreciates being included in the discussion regarding the pedestrian safety cross walk located at the corner of Terminal Way and Mountain City Highway.

Having support from the Elko City Council to evaluate and commit to the maintenance and financial management of the infrastructure that is under permit with NDOT, would be our suggestion. We concur that there should not be a separate maintenance agreement between the City and Nevada Gold Mines.

Again, thank you for your overview on the potential cross walk initiative. Nevada Gold Mines proudly supports safety improvements within our community as they create lasting benefits for all.

If you have any additional follow up, please do not hesitate to reach out to myself or Alissa Wood, Head of Communities and Social Performance, at 775-748-1043.

Sincerely,



Greg Walker
Executive Managing Director
Nevada Gold Mines LLC
GWalker@nevadagoldmines.com