



# CITY COUNCIL MINUTES

February 2, 2016

15728 Main Street, Mill Creek, WA 98012 # 425-745-1891

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Pam Pruitt, Mayor  
Brian Holtzclaw, Mayor Pro Tem  
Sean Kelly  
Donna Michelson  
Vince Cavaleri  
Mike Todd  
Mark Bond

February 2, 2016  
Regular City Council Meeting  
6:00 p.m.

## CALL TO ORDER

Mayor Pruitt called the meeting to order at 6:00 p.m.

## FLAG SALUTE

Flag Salute was conducted.

## ROLL CALL

Roll was called by the City Clerk with all Councilmembers present.

## AUDIENCE COMMUNICATION:

Wil Nelson  
15429 29th Drive SE  
Mill Creek, Washington 98012

Mr. Nelson relayed to the Council that he disagrees with the implementation of a City traffic unit.

Peter Lalic  
3223 150th Place SE  
Mill Creek, Washington 98012

Mr. Lalic told the Council that he is a Sunrise resident of 22 years. He spoke in favor of the traffic unit and urged the Council to move forward with the implementation.

## NEW BUSINESS:

Construction Contract Award for the 2016 City Hall Annex Building Tenant Improvement Project (If approved, would take Resolution #2016-538)  
(Rebecca C. Polizzotto, City Manager)

## The following agenda summary information was presented:

On September 1, 2015, the City Manager presented the City Hall expansion and space planning concept to the City Council. A key component was the relocation of staff to the first floor of the Annex building, which requires some tenant improvements to create new work areas for planning, building and engineering staff.

The scope of work for the 2016 City Hall Annex Building Tenant Improvement Project includes demolition and carpet removal, painting, construction of new walls and a lobby counter, electrical and HVAC work and installation of new lighting and fire suppression systems. Additional work will be done by City maintenance crews and other outside vendors.

The project was advertised for bids for three weeks in the Daily Journal of Commerce, the Everett Herald and through the Builder's Exchange contractor plan center. Five lump sum bids were received and opened on January 22, 2016, and results are summarized below.

<b>Contractor</b>	<b>Bid Amount</b>
Collaborative Construction Solutions, LLC	\$106,617.89
Accord Contractors	\$108,217.43
Talakai Construction, LLC	\$112,528.81
K&K Construction, LLC	\$120,175.85
Coultas General Contracting	\$146,299.98

Collaborative Construction Solutions, LLC (CCS) submitted the lowest responsive and responsible bid in the total amount of \$106,617.89. The architect's estimate was \$110,000. This cost was included in the space planning budget presented to the Council in September.

CCS is a relatively new firm based out of Lynnwood. However, the owner and key management staff are from larger construction companies that have been doing business with government agencies for 20 to 30 years. CCS has also recently worked on similar building projects in the City of Kettle Falls, Washington, as well as out of state agencies.

Reference checks provided glowing reviews, citing ease to work with during changes and attention to detail. City staff verified that the contractor understands the job conditions and time restrictions, and can meet the insurance and bonding requirements. The contractor is ready to begin work as soon as possible and the project is expected to take approximately four weeks.

Discussion.

The Council discussed the tenant improvements.

Contract Award for the City Hall/Police Department & Annex Building Card Entry System (If approved, would take Resolution #2016-539)  
(Rebecca C. Polizzotto, City Manager)

The following agenda summary information was presented:

The card entry system is used by City staff to control access to certain doors within City Hall and the Police Department. The current system is several years old, reached its end-of-life and is in need of upgrade. As part of the expansion to the Annex Building and reconfiguration of City Hall, additional doors need to be added to the card entry system.

The current system operates 14 doors within the City Hall/Police Department building. With the expansion to the Annex Building and adding additional carded doors in City Hall, we anticipate the system will need to operate 33 doors.

Requests for proposals were advertised for two weeks in the Everett Herald. Five proposals were received and opened on December 18 and the price results are summarized below:

Contractor	Proposal Amount
TEKNON Corporation	\$63,681.96
LONG Building Technologies, Inc.	\$84,168.00
RFI	\$84,193.21
Building Control Systems, Inc.	\$88,522.36
Convergint Technologies	\$133,755.00

Proposals were scored based on price (35%), responsiveness to RFP (15%) and ability to perform required services (50%). Proposals were reviewed and scored by James Busch, Information Technology Director, Tom Gathmann, Facilities, Parks & Recreation Director and Nathan Beagle, Public Works Supervisor.

TEKNON Corporation scored the highest and was also the lowest proposal in the amount of \$63,681.96. TEKNON is a low voltage contractor that incorporated in Washington State in 1984 specializing in network cabling and has since expanded into additional markets such as card entry systems. Customers include Microsoft and Amazon. Staff has verified references and believes TEKNON can perform the required services and provide ongoing support.

As a cost-savings measure, when installing the new system TEKNON recommends reusing as much existing card access system hardware and cabling as possible. However, if they encounter any problems with the existing equipment or cabling, we will need to issue a change order to replace the faulty equipment or cabling.

The cost for this project was included in the space planning budget presented to the Council in September.

Discussion.

The Council discussed the building card entry system.

Contract Award for the City Hall/Police Department and Annex Building Network Cabling Project (If adopted, would take Resolution #2016-540)

*(Rebecca C. Polizzotto, City Manager)*

The following agenda summary information was presented:

On September 1, 2015, the City Manager presented the City Hall expansion and space planning concept to the City Council. A key component was the relocation of staff to the first floor of the Annex Building, which requires some tenant improvements to create new work areas for planning, building and engineering staff. Additionally, space in City Hall will be repurposed and staff will be moved to new locations. To accommodate these changes, computer network cabling will need to be installed in both City Hall and the Annex Building.

The project was bid out to three computer network cabling companies: Evergreen Technologies Inc., Castle Cable Inc. and Olympic Security & Communications Systems. Evergreen Technologies Inc.

submitted the lowest responsive and responsible bid in the amount of \$18,500.48 for the Annex Building and \$6,071.84 for the City Hall.

Parent company Evergreen Power Systems was founded in 1979 and formed Evergreen Technologies in 1990 to serve the needs of its computer network cabling clients. Customers include: Pemco, Valley Medical Center, Group Health and the Bellevue School District. The vendor is ready to begin work as soon as receiving our approval to proceed.

The cost for this project was included in the space planning budget presented to the Council in September.

Discussion.

The Council discussed the network cabling.

**MOTION:** Councilmember Cavaleri made a motion to approve Resolution #2016-538, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, AWARDDING THE CONTRACT FOR THE 2016 CITY HALL ANNEX BUILDING TENANT IMPROVEMENT PROJECT, Councilmember Todd seconded the motion. The motion passed unanimously.

**MOTION:** Councilmember Michelson made a motion to approve Resolution #2016-539, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, AWARDDING THE CONTRACT FOR THE CITY HALL/POLICE DEPARTMENT & ANNEX BUILDING CARD ENTRY SYSTEM PROJECT, Councilmember Cavaleri seconded the motion. The motion passed unanimously.

**MOTION:** Councilmember Todd made a motion to approve Resolution #2016-540, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, AWARDDING THE CONTRACT FOR THE 2016 CITY HALL/POLICE DEPARTMENT & ANNEX BUILDING NETWORK CABLING PROJECT, Councilmember Michelson seconded the motion. The motion passed unanimously.

**OLD BUSINESS:**

Discussion: Proposed Traffic Safety Program  
(Rebecca C. Polizzotto, City Manager)

City Manager Polizzotto relayed to the Council that this was a continuation of the discussion from the last meeting. She also explained that the purchase of a total station will be delayed to a future meeting for further discussion. Council engaged in a discussion about the traffic unit.

**MOTION:** Councilmember Kelly made a motion to purchase a motorcycle for the traffic unit, not to exceed \$25,000, and for transparency includes \$5,000 for outfitting, Councilmember Bond seconded the motion.

Council discussed the motion.

**MOTION VOTE: The motion passed 6-1-0 with Councilmember Michelson opposed.**

**REPORTS**

Councilmember Todd reported on the AWC Legislative Conference he attended.

City Manager Polizzotto reported that the Council retreat is scheduled for Saturday, February 20, 2016. She also asked the Council if they would like to cancel the February 9 Council meeting due to the upcoming retreat and no agenda items are scheduled. The Council agreed to cancel the February 9 meeting. The Council also discussed possible retreat topics.

**MOTION: Councilmember Michelson made a motion to cancel the February 9, 2016 meeting due to the workload, Councilmember Cavaleri seconded the motion. The motion passed unanimously.**

**AUDIENCE COMMUNICATION:**

Wil Nelson  
15429 29th Drive SE  
Mill Creek, Washington 98012

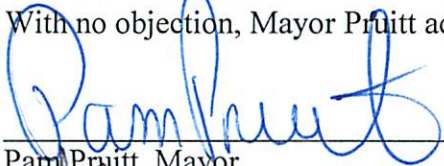
Mr. Nelson spoke again about the traffic unit and different crosswalks in the City as well as traffic issues.

Peter Lalic  
3223 150th Place SE  
Mill Creek, Washington 98012

Mr. Lalic also spoke again about traffic issues in the City.

**ADJOURNMENT**

With no objection, Mayor Pruitt adjourned the meeting at 8:29 p.m.

  
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Pam Pruitt, Mayor

  
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Kelly M. Chelin, City Clerk