



**City of Saint Paul**  
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## SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING

**Monday, May 12, 2014 at 3:30 p.m.**

**Central Library Fourth Floor Conference Room**

### MEETING MINUTES

|                                  |   |
|----------------------------------|---|
| Members Present:                 | Kellie Charles Connor, Jacob Dorer, Kong Her, Leo Jackson, Jane Lyon Lee, Melanie McMahon, Carrie Pomeroy, Paul Sawyer, Darren Tobolt, Gary Unger |
| Members Excused:                 | Monica Bryand, Diane Gerth, Deb Jessen, D'Ann Urbaniak Lesch, Gene Olson, Michael Steward   |
| Members Absent:                  | Dave Pinto  |
| Visitors and City Staff Present: | Daley Lehmann, John McCarthy – OFS<br>Paul Kurtz – Public Works   |

1. Convene at 4:00
2. Approval of Agenda

Mr. Dorer moved for approval of the agenda, Mr. Tobolt seconded; all approved.

3. Approval of April 12, 2014 Meeting Minutes

Mr. Dorer moved for approval of the minutes, Mr. Tobolt seconded; all approved.

4. Chair's Comments

Mr. Sawyer stated that Ms. Gerth had a pressing matter at work and that he would be chairing the meeting.

5. Paul Kurtz – Bids received for project work

Mr. Kurtz began the discussion on the bidding process by showing the bid spec sheets from the Cayuga/Arkwright widening and explained that the city does for evaluating proposals after they are submitted to the City. He stated that the City first evaluates all the bids for consistency and if anything is off, the Public Works tries to figure out why.

Mr. Kurtz stated that after a project has been approved for funding, the purchasing department advertises the project to likely construction firms. Companies would then

come to the city and purchase the bid specs if the company would like to bid on the project. Typically, but not always, the construction award will go the lowest bidder.

Mr. Dorer asked if Public Works takes into account how well companies perform, and are there instances where companies will low bid the project and then go over budget. Mr. Kurtz responded that there are very good construction companies and contractors in the Twin Cities area and that some contractors bid on every project so they are familiar to the department. Mr. Kurtz then went on to say that if there are problems with contractors, the problem is documented and any issues that need to be resolved are handled through the City Attorney's Office. Mr. Kurtz then responded to the low bid question by saying that there are things such as "Add Ons" which will increase the price of the project but they have to be approved first. He stated that what typically happens is that there are unanticipated problems that might cause overages, but Public Works uses the bid specs so there is no price gouging. Mr. Kurtz stated that most times if the project costs go up it is because the quantity of materials originally anticipated in the bid spec went up.

Mr. Her asked if there are Women and Minority Owned Businesses that bid on the projects. Mr. Kurtz answered that all the outreach to companies is done through the City's Purchasing department and that he is not allowed to call companies directly. He said that there is outreach done to those companies and that they do bid on the projects.

Mr. Jackson asked how new vendors/firms get information about the projects coming up for bid. Mr. Kurtz responded that the purchasing department does outreach to make sure that everyone who is eligible to be a contractor is registered. Once the company is registered with the City, and a project is sent out to bid, the company will receive electronic information about the project and how/when to bid.

## 6. Action Items

### **Public Works – Paul Kurtz**

RES PH 14-111: Amend the financing and spending plans in the capital budget for the Department of Public Works by adding \$96,605 of county funding to the Signalized Intersection Safety Improvements Program in order to install Audible Pedestrian Signals (APS) at various intersections throughout the city.

Mr. Kurtz began the conversation by stating this was a straight forward resolution where the city is accepting \$96k from the County. The money is from the County participating in the automated signal program on its County/State Aid roads and additional Freedom Funds from Metro Council for a new intersection installation.

Mr. Tobolt asked what intersection the new signal notification system would be installed. Mr. Kurtz said that it would be a MSA County/ State Aid or County Trunk Highway road, but he did not know the intersection exactly.

Mr. Sawyer asked how long the City had been installing signal notification systems in intersections. Mr. Kurtz stated that these types of intersections are relatively a new technology being invented about 12 years ago but St. Paul has been making a strong push to install the notification systems for about 5 years. Mr. Kurtz also mentioned that

the signal technology lasts a very long time and that nothing that the city has installed has become obsolete.

Mr. Jackson asked about the different types of notifications on the signals and what the primary objective is for installing these signals. Mr. Kurtz answered by saying that there are audio beeps which were the first generation to be installed and that now the new ones the city installs are the talking. Both work very well in notifying pedestrians that they are able to cross. Mr. Kurtz also stated that the primary objective is helping the visually impaired cross the street. He said that Public Works has been contacted by the visually impaired community and has heard very good things about the notification system.

Mr. Unger moved for approval, Ms. Charles Connor seconds, all approve.

7. CIB Committee Recommendations on 2015 Budget. See attached list of Tentative 2015 Projects.

Ms. McMahon began the conversation by clarifying what happened to Dickerman Park. Mr. Unger stated that even though the CIB process is an advising process, there are a lot of people and time involved in creating the recommendations to the Mayor and Council. He stated that the May Park project went through the process to get approved and now the Parks Department is going to change what will happen to the park.

Ms. McMahon stated that there should be a policy about taking from one approved project and giving in to another. She stated that once you do this, it could open up many other instances where departments will take from approved projects and give the money to things that are not approved. Ms. McMahon wanted to make sure that nothing diminishes the CIB process.

Mr. McCarthy mentioned that there is a policy letter that is submitted to the Mayor's office on behalf of the CIB committee that could include a lot of the policy discussion and information. Mr. McCarthy stated that Mr. Lehmann, Ms. Gerth, and Mr. Sawyer will work together to draft a memo for next CIB meeting for the committee to discuss.

8. Adjourn

Staff:

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