



**PUBLIC SAFETY BUILDING COMMITTEE MEETING AGENDA
JULY 14, 2021 AT 6:00 PM
505 EAST 2600 NORTH
NORTH OGDEN, UT 84414**

PUBLIC CAN ATTEND BY:

Click the link to join the webinar: <https://us02web.zoom.us/j/81383468334>

Webinar ID: 813 8346 8334

Telephone Dial: 1 346 248 7799 or 1 669 900 9128 or 1 253 215 8782

or YouTube: <https://www.youtube.com/channel/UCriqbePBxTucXEzRr6fclhQ>

Welcome: Chairman Chugg

Invocation & Pledge of Allegiance: By Invitation

CONSENT AGENDA

1. Discussion and/or action to consider the June 9, 2021 Public Safety Building Committee meeting minutes

ACTIVE AGENDA

2. Public Comments
3. Discussion on Request for Proposals (RFP)
Presenter: Jon Call, City Manager/Attorney
4. Public Comments
5. Adjournment

Public Comments/Questions

- a. Time is made available for anyone in the audience to address the Committee concerning matters pertaining to City business.
- b. When a member of the audience addresses the Committee, he or she will come to the podium and state his or her name and if they are a resident.
- c. Citizens will be asked to limit their remarks/questions to five (5) minutes each.
- d. The Mayor shall have discretion as to who will respond to a comment/question.
- e. In all cases the criteria for response will be that comments/questions must be pertinent to City business, that there are no argumentative questions and no personal attacks.
- f. Some comments/questions may have to wait for a response until the next Regular Council Meeting.
- g. The Mayor will inform a citizen when he or she has used the allotted time.

****Please see notes regarding Public Comments rules and procedure***

The Council at its discretion may rearrange the order of any item(s) on the agenda. Final action may be taken on any item on the agenda. In compliance with the American with Disabilities Act, needing special accommodation (including auxiliary communicative aids and service) during the meeting should notify the City Recorder at 801-782-7211 at least 48 hours prior to the meeting. In accordance with State Statute, City Ordinance, and Council Policy, one or more Council Members may be connected via speakerphone or may by two-thirds vote to go into a closed meeting

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the North Ogden City limits on this 7th day of July, 2021 at North Ogden City Hall, on the City Hall Notice Board, on the Utah State Public Notice Website, at <http://www.northogdencity.com>, and faxed to the Standard Examiner. The 2021 meeting schedule was also provided to the Standard Examiner on December 12, 2020. Susan L. Nance, CMC, City Recorder

**NORTH OGDEN CITY
PUBLIC SAFETY BUILDING COMMITTEE MEETING
MEETING MINUTES**

June 9, 2021

The Public Safety Building Committee convened in a meeting on June 9, 2021 at 6:00 p.m. in-person at the North Ogden City offices at 505 East 2600 North in North Ogden, Utah and electronically at <https://us02web.zoom.us/j/88335924371> or by telephone 1 346 248 7799 or 1 669 900 9128 or 1 253 215 8782 or

YouTube: <https://www.youtube.com/channel/UCriqbePBxTucXEzRr6fclhQ>. Notice of time, place, and agenda of the meeting was posted on the bulletin board at the municipal office and posted to the Utah State Website on June 3, 2021. Notice of the annual meeting schedule was published in the Standard-Examiner on December 13, 2020.

PRESENT:	Brent Chugg	Committee Chairman	
	Dirk Quinney	Committee Member	
	Clark Crowther	Committee Member	
	Laura Barker	Committee Member	
	Karen McIntosh	Committee Member	excused
	Jay Johnson	Committee Member	
	Gary Stoker	Committee Member	
	Neal Berube	Committee Member	
	Cheryl Stoker	Committee Member	excused
	Robert Bolar	Committee Member	
	Tim Scott	Committee Member	excused

STAFF PRESENT:	Neal Berube	Committee Member
	Jon Call	City Manager/Attorney

VISITORS: Merrill Sunderland

Chairman Chugg called the meeting to order. Committee Member Chugg offered the invocation and led the audience in the Pledge of Allegiance.

CONSENT AGENDA

1. DISCUSSION AND/OR ACTION TO APPROVE THE MINUTES OF THE SEPTEMBER 9, 2020, AND APRIL 14, 2021 MEETINGS

Committee Member Quinney motioned to approve the September 9, 2020, and April 14, 2021, Public Safety Building Committee minutes. Committee Member Bolar seconded the motion. All in attendance were in favor.

ACTIVE AGENDA

2. PUBLIC COMMENTS

There were none.

4. UPDATE ON THE DESIGN/BUILD APPROACH **PRESENTER: LYNN SATTERTHWAITE**

Lynn Satterthwaite presented the design and build approach for the Public Safety Building. He explained that there were two contracting approaches: traditional and design build. In a traditional approach, the owner hired an architect to design the building. Also in a traditional approach, the owner solicited bids through an RFP to construct the building as drawn up by the architect. The architect would then monitor the construction process as it took place.

In a construction design build, contractors who had built similar buildings were required. The process would begin with a written description of what was needed, and bidders would adapt past designs to meet the owner's needs. Each builder would propose a unique building and layout for the owner to consider. In a construction design build scenario, the builder would submit a firm fixed price bid with the proposed building. A contract would then be awarded based on the proposal that best fit the City's needs and expectations.

Mr. Satterthwaite explained that construction design builds worked for a number of different reasons. Those reasons included:

- The architect worked for the contractor/builder and not the owner
- The successful contractor would submit a bid using past designs
- Many architects wanted the design of the year and/or specify which components to the project were more expensive than necessary
- The selection criteria encouraged innovation

Mr. Satterthwaite explained the RFP process, noting that a sample RFP had been distributed to Committee Members for review. The City would review for bonding, insurance, standards, liability, and subcontractors. Additionally, the City would need to review for adequacy and completeness of specifications.

The Committee inquired as to how the current market, which was particularly high due to the pandemic, would affect fixed prices when soliciting RFPs. Mr. Satterthwaite stated that the City would contact several contractors to ensure a project would meet the needs of the project, including functionality long into the future, and a manageable price point that was within the budget.

The Committee discussed the process for receiving presentations from each bidder. The suggestion was made that one meeting be held to receive all presentations at once, rather than multiple meetings for individual contractors. One meeting would also create an equal playing field for each bidding contractor. There was then discussion regarding other similar projects that had taken place in neighboring areas, and the processes those other municipalities had taken for their respective buildings.

It was noted that contractors served as the City's advocate in ensuring fair price points for materials and labor costs. Contractors that had in-house architects had advantages over other contractors because it was efficient and cost-effective. The Committee discussed criteria used in selecting the contractor that gave the City the ability to give points for creative innovation. Additionally, the Committee could require contractors to provide references from other municipalities that they had worked with in the past.

The Committee discussed the importance of the contractor understanding the City's needs, as well as their willingness and ability to work with the City to produce the best project outcome as possible.

The Committee discussed the possibility of distributing a separate RFP for courtroom sound systems and contracting with them directly. The two contractors could then work together during the detailed design process, to make sure the design infrastructure is perfectly in place for installing the sound and recording equipment. It would also be important for contractors to have a foresight into potential technological advances so that the infrastructure could support evolving sound and recording needs in the future, as well.

There was continued review and discussion of the sample RFP that was distributed with to the Committee prior to this meeting. The timeline was reviewed, and it was noted that the RFP would not be distributed before the end of July. Reason being, there was still a contest period for the bond, and the City would not want to bid this project out and have work started if the bond were to go to a referendum. This would therefore provide the Committee with some time to refine the details of the RFP.

5. PUBLIC COMMENTS

There were none.

6. ADJOURNMENT

A motion to adjourn was made and seconded. The motion passed unanimously.

The meeting adjourned at 7:06 p.m.

M. Brent Chugg
Committee Chairman

Susan L. Nance, CMC
City Recorder

Date Approved

Not Approved