



**Kittitas County Conservation District**  
**2211 W. Dolarway Rd, Suite 4 - Ellensburg, WA 98926 - Phone (509) 925-3352 - Fax (888) 546-0825**

**Board of Supervisors Special Meeting**

**October 21<sup>st</sup>, 2016 1:00 PM      KCCD Office**

**ATTENDANCE**

<p><b>Mark Moore</b>, Chair  <b>Lynn Brown</b>, Vice-Chair (by phone)  <b>Jeff Brunson</b>, Auditor  <b>Ron Gibb</b>, Member (by phone)  <b>Bill Boyum</b>, Member</p>	<p><b>KCCD Staff:</b>  Anna Lael, District Manager  Miranda Nash, Financial Manager  Sherry Swanson, Project Manager  Ryan Roberts, Engineer  <b>Guest:</b>  Chris Strutner (Gibson &amp; Son Road Building)</p>
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I. **Call to Order**- Chair Mark Moore called the meeting to order at 1:05 PM

II. **Manastash Creek Reed & Hatfield Diversion Removal Project**

A. **Project Bids** – Anna reported that bids were received on Monday October 17th. At that time, Gibson & Son Road Building was the apparent low bidder and they were asked to submit responses to the required and supplemental responsibility criteria. Anna asked Gibson & Son for their criteria and additional information. Anna determined that all criteria were met except for the completion of similar projects, so she sent Gibson & Son a letter stating that they were “not responsible”. By the District’s bid documents, a bidder can appeal if they do not agree with the determination. Anna provided the Board with a copy of the letter that she sent to Gibson & Son and a copy of their response providing additional information. Anna stated that the additional information did not include instream restoration projects meeting the criteria established in the bid documents. Chris Strutner offered his experience with stream restoration projects with a different company and stated he believes Gibson and Son can perform the work with him overseeing it. He also stated that the Board has discretion to act in the best interest of the District, per the bid documents and that the Board could consider the difference between his bid and the next. Bill indicated that the District does not have much flexibility in the criteria as written. Anna stated that the similar work criteria is customized for each project that is advertised for bid by the District. Staff recommendation is to make a final determination that the bid from Gibson and Son Road Building is not responsible. Jeff discussed his concern of other bidders challenging the determination if the criteria are clearly not met. Bill expressed a similar concern about how justify accepting the bid without meeting the criteria. Mark M. stated that the District’s documents and policy are written and that the District should uphold the policy as written.

**MOTION** - Accept staff recommendation to make a final determination that the bid from Gibson & Son Road Building is not responsible.

**Bill Boyum**, seconded by **Lynn Brown**

*Passed Unanimously*

Kris Strutner left the meeting.

Anna discussed possibly revising our language for future bid advertisements. After talking with John Carpita (MRSC) and Mike Purdy, there are options to strengthen the language and to be more specific about the experience of key personnel vs. the firm. Currently the bid documents only reference the “bidder”.

Anna will send a letter today to Gibson and Son confirming the determination of not responsible. The District must wait two business for entering into a contract with the next low bidder. Anna requested responsibility criteria responses from the next low bidder yesterday and received the information this morning. She is in the process of reviewing it.

- B. **Funding Status** – Anna received a call from Bureau of Reclamation staff who said they would work with Ecology to divert funding to the District to cover the shortfall for the project. They are having a meeting Thursday, October 27th and we should know then if Ecology will agree to do that.

Lynn asked about the current snow pack data and recommended the District look into it to get a better idea of the projected flows this time of year.

**III. Adjournment**

Meeting was adjourned at 1:37 PM

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**MOTIONS APPROVED:**

**MOTION** - Accept staff recommendation to make a final determination that the bid from Gibson & Son Road Building is not responsible.

**Bill Boyum**, seconded by **Lynn Brown**

*Passed Unanimously*

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*Mianda Nash*  
Recording Secretary

11/10/16  
Date

*Marta Morn*  
Board Member

11/10/2016  
Date