A G E N D A

WALLA WALLA COUNTY BOARD OF COMMISSIONERS

MONDAY, AUGUST 24, 2015

(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)

9:15 COUNTY COMMISSIONERS **Chairman Dozier**

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

a) Roll call and establish a quorum

b) Review warrant list

The county commissioners will take this time (at 9:15 a.m.) to review the list of warrants for approval under the consent agenda. This review time is open to the public. No other business will be transacted until the regular meeting start time of 9:30 a.m.

RECESS.

9:30 COUNTY COMMISSIONERS

a) Declarations re: conflict of interest

b) Pledge of Allegiance

c) Public comment period (time limitations may be imposed)

PLEASE NOTE: *If you wish to address the Commission, please raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Walla Walla County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle.* (An individual may request to address the board at a later time on the agenda, if time permits, by contacting the Clerk of the Board at least 24 hours prior to the meeting.) Thank you.

d) **Action Agenda Items:**

1) Review submitted Employee Payroll Action Forms

e) **Consent Agenda Items:**

1) Resolution _____ - Minutes of County Commissioners' sessions of August 17 and 18, 2015, and special meeting of August 20, 2015

COUNTY COMMISSIONERS (continued)

e) **Consent Agenda Items (continued):**

2) County warrants as follows: 4166418 through 4166747 totaling $1,331,079.95, and 4146406 in the amount of $351.40 (replacement warrant)
3) Payroll action and other forms requiring Board approval

f) **Action Agenda Items:**

1) Resolution _____ - Bid award for replacing the roof on the Community Center building located on the county fairgrounds

Page 3

g) Miscellaneous business to come before the Board

h) Review reports and correspondence; hear committee and meeting reports

i) Review of constituent concerns/possible updates re: past concerns

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A BID AWARD FOR REPLACING THE ROOF ON THE COMMUNITY CENTER BUILDING LOCATED ON THE COUNTY FAIRGROUNDS	**RESOLUTION NO.**

WHEREAS, Daryl Hopson, interim fairgrounds manager, has advised of the need to replace the roof on the Community Center building located on the county fairgrounds, as the roof is more than 30 years old and some leaking has been occurring; and

WHEREAS, an official call for sealed bids for a replacement roof was issued, and on Monday, August 17, 2015 during the regular public session of the Walla Walla County Board of Commissioners the following bid from Gillespie Roofing, Incorporated, Walla Walla, was opened and publicly read, with all amounts inclusive of state sales tax:

Mechanically attached system	$132,803.55
Fully adhered system option	$153,821.25
Manufacturer's 20 year system warranty add option	$ 3,375.90

and

WHEREAS, Mr. Hopson has received a recommendation regarding the bid award from the bid project manager, former fair board member Dick Moeller, a long-time member of the construction industry, and after reviewing the bid, Mr. Hopson concurs with that recommendation, which is to accept the bid from Gillespie Roofing, Incorporated, in the amount of $132,803.55, plus the additional option for the manufacturer's 20 year system warranty in the amount of $3,375.90, for a total bid award of $136,179.45, and has requested that the bid be awarded accordingly; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that the bid for the replacement of the roof on the Community Center building located on the county fairgrounds be awarded to Gillespie Roofing, Incorporated in the amount of $136,179.45, which includes tax.

*"Passed this **24th** day of **August, 2015** by Board members as follows: ___Present or ___ Participating via other means, and by the following vote: ___ Aye ___Nay ___ Abstained ___ Absent."*

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners of Walla Walla County, Washington

9:45 **TECHNOLOGY SERVICES DEPARTMENT** **Kevin Gutierrez**

a) **<u>Action Agenda Items:</u>**

1) Proposal 2015 08-24 TSD Bid award for sound system products and installation in both Superior Court courtrooms — Pages 5-6

b) Department update and miscellaneous — Page 7-8

MEMO

Date: August 24, 2015

Proposal ID. 2015 08-24 TSD

To: BOCC

From: Kevin Gutierrez

Intent – Decision

Topic – Bid Award – RFQ 201506-TS to Jefferson Audio Visual Systems (JAVS) – 13020 Middletown Industrial Blvd. Louisville, KY 40223 – Amount $9,222.74

Summary

The above referenced RFQ solicited quotes for sound system products and installation for both Superior Court courtrooms. The products match the request and the cost includes sales tax, first year maintenance ($150.00) and completes the project for both courtrooms.

Since the recording equipment is a JAVS product the sound equipment will tightly integrate with the existing equipment as required by the RFP.

The RFQ as sent out to 3 qualified vendors on the small works vendor list on 7/20/15 with a close date of 8/10/15.

The following bid was received:

$9,222.74 Jefferson Audio Visual Systems (JAVS)

Cost

Total planned cost is $9,222.74

Funding

If accepted, the BoCC would have to decide which accounting fund(s) this project would come from.

Alternatives Considered

None, proper bidding procedures were followed.

Acquisition Method

Small Works agreement and maintenance agreement would need to be executed then can proceed with a purchase order.

Security

Standard county security

Access

As granted by Superior Court Judges

Benefits

This is the third phase of the Superior Court upgrades.

*****Authority to Execute Related Agreements Sought**

Yes, pending approval of documents by Deputy Prosecuting Attorney Jesse Nolte.

Conclusion/Recommendation

Recommend approval so that we can move ahead scheduling

Submitted By

Kevin Gutierrez Technology Services 8/6/15

Disposition

____ Approved

____ Approved with modifications

____ Needs follow up information

____ Denied

*****Authority to Execute Related Agreements**

____ Approved

____ Denied

BOCC Chairman Date

Additional Requirements to Proposal

___ Modification

___ Follow Up

WALLA WALLA COUNTY
Technology Services Department
Kevin G. Gutierrez
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362
(509) 524-2590
kgutierrez@co.walla-walla.wa.us

File: GS50-06F-03
Retain: Until Obsolete or Superseded – PAV

August 24, 2015

To: Walla Walla County Board of Commissioners

Re: Department Update

Issues/Information for the Board.

- Proposal 20150824 TSD1 – Bid award to JAVS (Jefferson Audio Visual Systems -13020 Middletown Industrial Blvd. Louisville, KY 40223) for Superior Courtrooms Sound System. Awards RFQ 201506-TS - for the amount not to exceed $9,222.74

Components (Main infrastructure)

Hardware

- No issues

Software

- No issues

Security/Viruses

- No issues

Network

- No issues

Other Projects

- **Budget /Assets**
  - Budget is published. Will need some guidance to determine replenishment for Technology Refresh Funds. (CE=48,750 / L&J = $46,300 per year) Does not include anything extra for emergencies etc. (i.e. fiber repair/replacement)
  - Have sent out cost recommendations to non-CE departments in case they want to create accounts to save for technology replacements.
- **Server Replacement – VMWare**
  - All agreements are in place
  - Deliverables have been ordered
  - Will get a budget amendment to the Auditor
- **FTP server**
  - Purchased – Project is complete
- **Security Camera's**
  - Awaiting commissioner guidance on security committee etc.
- **Jail**
  - All equipment has been ordered
  - Installation will be scheduled as soon as the equipment arrives
- **Superior Court 1-2 Updates**
  - TV cable has been run to the outside of the courthouse
    - *Remainder of installation scheduled for 8/20/15*

- Also being sought are quotes for ADA hearing assist headsets (Infrared)
    - New quotes being reviewed by the judges. (Est. $3,500)

- **Public Record Requests Last 2 Weeks**
    - 3 = Requests received
    - 2 = Forwarded to departments
    - 2= Completed
    - 3 = Total Open
    - 3 = Being handled by the PRO
    - The state has some really good training on line now. Webinars are now ready to go. We can tell everyone where they are at, or we can create a training track to make sure all employees receive the training. The first 3 webinars should be mandatory (in my opinion) then we would train the last one in the "HOW TO" for our retention processes.
        - http://www.sos.wa.gov/archives/RecordsManagement/OnlineTutorials.aspx
        - Have contacted Sheila to go over the training once she gets a chance.

Definitions

PAV=Potential Archival Value
AOC=Administrative Office of the Courts
PRO=Public Records Officer
USB=Universal Serial Bus
DOL=Department of Licensing
RFP=Request For Pricing
GIS=Geographic Information Systems
EOL=End of Life
JCDA=Joint Community Development Agency
W7=Windows 7
W10=Windows 10
OS=Operating System
JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System
AV-Audio/Visual
WiFi-Wireless network connectivity (Wireless Fidelity)
FTP = File Transfer Protocol (file transfer server)
CAD=Computer Aided Dispatch (hosted at the city)
CAT5=Category 5 Ethernet cable (for data and voice)
ADA=Americans with Disabilities Act

10:00 **EMERGENCY MANAGEMENT** **Liz Jessee**

a) Department update and miscellaneous

b) Blue Creek Fire update

10:30 **PUBLIC WORKS DEPARTMENT** **Randy Glaeser**

a) **<u>Action Agenda Item:</u>**

1) Resolution _____ - Bid award for the Frog Hollow Road and Lower Dry Creek Road project — Page 11

b) **<u>Consent Agenda Items:</u>**

1) Resolution _____ - Setting a hearing to amend the Six (6) Year Transportation Improvement Program for Walla Walla County — Page 12

c) Report of the County Engineer – Bussell Road right of way road vacation (public hearing scheduled August 31)

d) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A BID AWARD FOR THE FROG HOLLOW ROAD & LOWER DRY CREEK ROAD PROJECT	**RESOLUTION NO.**

WHEREAS, as advertised, a bid opening was held on Monday, August 17, 2015 for the Frog Hollow Road & Lower Dry Creek Road project, with the following bids opened and read publicly:

1) Royse Hydroseeding & Excavating $89,900.00
Walla Walla, Washington

2) Harry Johnson Plumbing & Excavation $110,021.50
Walla Walla, Washington

WHEREAS, Royse Hydroseeding & Excavating submitted the lowest responsive, responsible bid, now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that the Frog Hollow Road & Lower Dry Creek Road project bid is awarded to Royse Hydroseeding & Excavating for $89,900.00.

Passed this ***24th*** *day of* ***August, 2015*** *by Board members as follows: ___Present or ___ Participating via other means, and by the following vote: ___ Aye ___Nay ___ Abstained ___ Absent.*

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SETTING A HEARING TO AMEND THE SIX (6) YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR WALLA WALLA COUNTY	**RESOLUTION NO.**

WHEREAS, RCW 36.81.121 requires the legislative authority of each County, after one or more public hearings thereon, to prepare and adopt a comprehensive transportation program for the ensuing six calendar years, now therefore,

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that a hearing to consider amending the 2016 to 2021 Walla Walla County Six-Year Transportation Improvement Program be set for 10:30 a.m., Monday, September 14th, 2015 in the Walla Walla County Commissioners' Chambers, County Public Health and Legislative Building, located at 314 W. Main, Walla Walla, Washington.

Passed this ***24th*** *day of* ***August, 2015*** *by Board members as follows: ___Present or ___ Participating via other means, and by the following vote: ___ Aye ___Nay ___ Abstained ___ Absent.*

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

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10:45 **PROSECUTING ATTORNEY** **Jim Nagle/Jesse Nolte**

a) Miscellaneous business for the Board

b) Possible executive session re:
litigation or pending or potential
litigation (pursuant to RCW 42.30.110(i)

11:00 **HUMAN RESOURCES/RISK MANAGER** **Sheila Eslinger**

a) Department update and miscellaneous

b) **<u>Active Agenda Items:</u>**

1) Possible discussion/decision re: any pending claims against the County

c) Possible executive session re: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i)

11:15 **COUNTY CORRECTIONS DEPARTMENT** **Mike Bates**

a) Department update and miscellaneous

11:30 **COUNTY COMMISSIONERS**

a) Miscellaneous or unfinished business to come before the Board

12:00 **Recess**

1:30 **COUNTY COMMISSIONERS**

a) Miscellaneous or unfinished business to come before the Board

b) Update from Superior Court Judges, Clerk and Prosecuting Attorney regarding new requirements for the courts, as well as technology needs, staffing, and other court and courtroom related matters

- A D J O U R N -

Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.

Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.