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**Minutes of the North Logan City  
City Council-Special Meeting  
Held on October 23, 2012  
At the North Logan City Offices, North Logan, Utah**

The meeting was called to order by Mayor Lloyd Berentzen at 6:30 p.m.

Council members present were: Roger Anderson, Damon Cann, Nancy Potter, John Bailey and Kristen Anderson.

Others present were: Kim Hawkes, Lydia Embry, Brad Crookston, Jeff Jorgensen and Marie Wilhelm.

**Adoption of Agenda**

*Nancy Potter made a motion to adopt the agenda as presented. John Bailey seconded the motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in favor.*

**New Business**

**Re-consider approval of the selection board's choice of a general contractor and project manager for the construction of a new police department building.**

Nancy Potter said Damon Cann's research really explained things well, and suggested moving forward and reconsidering the selection and approval of the board's choice of a general contractor, which is Wadman Construction.

*Nancy Potter made a motion to approve the selection of Wadman Construction as the general contractor for the North Park Police building. John Bailey seconded the motion.*

Damon Cann suggested that bids for sub-contractors be distributed broadly, including ensuring that we get announcements to local contractors who might be interested in bidding on this; and, that someone from the City be present when the bids are opened to make sure that we see those bids, to ensure accuracy and honesty with the process.

Mayor Berentzen asked the council if they wanted to be able to review the sub-contractors, or whether it should be an administrative issue; and said how the process is done needs to be very clear and agreed upon by the council, to avoid misunderstandings as we move forward

Jeff Jorgensen said he sent an email that day to the architect to give him some guidelines of what needs to be included in the contract with Wadman, which he said included having three bids for each section of work; that Wadman would vet the various bidders to review their qualifications, which would then be signed off on by Jeff; and that if there is some smaller item that is not getting bid, Wadman will spell it out and that will be approved by Jeff. He also said a provision needs to be included in the contract that if we get to the point that it isn't working and we have to let them go; we will pay them for their work up to that point and let them go, which he explained further. He said he also intended that it would be put in the contract that we will receive a cost estimate within the first month, based on what Wadman has seen so far. He said he told them that we want to highly encourage local contractors, but that there will be no special privileges given to local contractors, just because they are local.

Per a question from Kristen Anderson about how the local contractors will be informed about this; Jeff said there will be various ways including listing it in trade journals, the newspaper, and word-of-mouth.

Per a request from Mayor Berentzen, Damon Cann clarified that including what Jeff and Kristen discussed, we need to ensure that this is advertised in such a way that lots of people will know about this to make sure we get a competitive process. He also said that he sees the selection of sub-contractors as an administrative issue and that the council does not need to see that information, but that Mayor Berentzen should be part of that process in terms of any questions

57 that may arise.

58 Jeff explained how this is typically done.

59 Costs were further discussed, including how we keep the price at a certain figure. Mayor  
60 Berentzen suggested the council have some conversation regarding the limit, as \$600K and  
61 \$800K have both been considered.

62 Jeff suggested getting a cost estimate from the contractor at the thirty-day point; and then  
63 discussing with the council how to proceed, whether the figures are on target with what the  
64 architect submitted, or if it's over cost. Mayor Berentzen said they may want to do that differently,  
65 as he said a contractor has already contacted him about donating significantly to this project,  
66 which he explained further. He discussed the fact that some of the work can also be done in-  
67 house, with the electrical, for example. He said the actual cost for the building may not match  
68 what is actually spent due to some of the work being done in house and potential donations.

69 Jeff and the council discussed this further. Community effort was also mentioned. Cost  
70 estimates were further discussed.

71 Roger Anderson mentioned that one benefit of hiring Wadman is to hire their 'knowledge' in terms  
72 of hiring contractors, which he discussed further.

73 Damon Cann mentioned that he has heard from several people who said they have had very  
74 good experiences with Wadman. Mayor Berentzen said he has also been contacted by some  
75 local contractors who are interested in working on this, which he said he would pass on to  
76 Wadman.

77 Damon confirmed that the council will look at this again in a month when the month-end cost  
78 estimate is provided, and the council will be able to discuss the status at that point.

79 The time-line was discussed further.

80 Kim Hawkes explained what the drawing of the site is, and that there has been only the one [very  
81 basic] drawing done, and there have not been changes made at this point. This was discussed  
82 further, as well as how the process will work.

83 Mayor Berentzen asked the council how much design "say" they want to have. Kristen Anderson  
84 said she would like it to be a building that has a classic, timeless design.

85 Damon Cann said the cost issue is the primary role of the council, but said he does not feel a  
86 compelling need to be involved in the design.

87 Nancy discussed being conservative in both cost and design, and that it should be something that  
88 complements the library design.

89 Kristen Anderson said she would like to at least be able to review the design process for input,  
90 rather than for approval.

91 Damon Cann said he would be very interested in the development as it goes along, and perhaps  
92 it could be on the Action Items List as an on-going item as things are done.

93 The council agreed to clarify and amend the motion, after having had the previous conversation.  
94

95 *Nancy Potter made a motion to have continued approval of the design process as previously*  
96 *identified (CM/GC, i.e., Construction Manager/General Contractor), and to approve Wadman as*  
97 *the General Contractor for the construction of the North Logan City's police building. Also to*  
98 *include the provisions as Jeff Jorgensen set forth to the architect, as discussed, to include in the*  
99 *contract with Wadman Construction, as follows: (1) having Wadman give three bids for each*  
100 *section of work; (2) that Wadman will vet the various bidders to ensure their qualifications (which*  
101 *will then be signed off on by Jeff Jorgensen); (3) that if there are other, smaller items that will not*  
102 *be bid out, Wadman will give a detailed description of such for Jeff Jorgensen to sign off on; (4) if*  
103 *it is determined that North Logan City can no longer work with Wadman, we will pro-rate their*  
104 *fees up to that point to pay them to end the contract; and, (5) Wadman will provide a cost*  
105 *estimate within a month's time based on the costs Wadman determines, thus far. John Bailey*  
106 *seconded the amended motion. A vote was called and the motion passed unanimously with*  
107 *Kristen Anderson, Roger Anderson, Damon Cann, John Bailey and Nancy Potter voting in favor.*  
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*Damon Cann made a motion to adjourn. Nancy Potter seconded the motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in favor.*


The meeting adjourned at: 6:56 p.m.

Approved by City Council:

November 28, 2012

Transcribed by Marie Wilhelm

Recorded by

  
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Scott Bennett/City Recorder