

"HUB OF THE SOUTHWEST"

465 1st Avenue

P.O. Box 970

Holbrook, AZ 86025

Holbrookcity@ci.holbrook.az.us

Telephone 928-524-6225

Fax 928-524-2159

AGENDA
SPECIAL MEETING OF THE
HOLBROOK CITY COUNCIL
FEBRUARY 19, 2019
6:00 P.M.

Pursuant to ARS 38-431.02, notice is hereby given to the Holbrook City Council, and to the general public, that a meeting, which is open to the public, will be held on above-mentioned date, in the City Council Chambers, at 465 First Avenue, Holbrook, Arizona. Some of the members of the City Council may choose to participate in this meeting telephonically. The City Council may adjourn into executive session, which will not be open to the public, to discuss certain matters in accordance with ARS 38-431.03.

The items on the following agenda are for discussion or consideration and possible action.

PUBLIC HEARING:

- A. Proposed water, sewer and sanitation rate increase.

NEW BUSINESS:

- A. Resolution19-05, amending the fees for users of the City water and sewer systems and sanitation.
- B. Discussion/possible action regarding ADA Improvements bid results-Interim Manager Reyes.

ADJOURNMENT:

Dated this 13th day of February 2019


Cher Reyes, CMC, CPM, City Clerk

CITY OF HOLBROOK RESOLUTION NO. 19-05

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK, ARIZONA, AMENDING THE FEES FOR USERS OF THE CITY WATER AND SEWER SYSTEMS AND SANITATION

RECITALS

WHEREAS, the City of Holbrook operates a water and sewer system, and charges fees to operate and maintain said systems; and

WHEREAS, given increased costs in operation and maintenance, and increased costs to improve the water and wastewater treatment systems, it has become necessary to amend the fees for the use of the water and sewer systems and sanitation; and

WHEREAS, the City has conducted a public hearing and has complied with all other requirements of A.R.S. §9-511.01.

ENACTMENT:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Holbrook, Arizona, as follows:

1. The following fees shall be charged and collected monthly for commercial users of the City's wastewater system that are inside and outside the City limits of the City of Holbrook:

WATER	CURRENT	PROPOSED
	Rate/Unit*	Rate/Unit*
Residential	1.75	2.00
Residential Out of City	2.00	2.25
Commercial	1.75	2.00
Commercial Out of City	2.00	2.25

The reduced summer rate will be discontinued.

Potable/Construction Water	2.00	2.25/unit
Government Entities – Landscaping Rate		1.25/unit
Non-governmental Organization Landscape Rate		1.25/unit

***Unit=1,000 gallons**

WASTEWATER	CURRENT	PROPOSED
	Consumption Rate	Consumption Rate
Residential**	1.75	2.00
Commercial	1.75	2.00

SEWER RE-TAP	\$250.00	\$500.00
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		PROPOSED
SANITATION	CURRENT	
Residential Toter	17.00	18.00
Senior Toter	12.00	13.00
		PROPOSED
ADJUDICATION FEE		
Residential	1.00	5.00
Commercial	1.00	5.00

**The residential sewer average to include water consumption readings from the months of December, January, February and March.

2. These rates will become effective thirty (30) days after the passage of this resolution.

3. CPI Adjustment. Commencing on January 1, 2020, and on each January 1 thereafter, the then-current base fee and volume rate shall be automatically adjusted by the average annual percent change in the Consumer Price Index (CPI) for All Urban Consumers (CPI-U), West Region, 1982-84+100, published by the United States Bureau of Labor Statistics (BLS), during the prior 12-month period ending September 30. The Town shall refer to the BLS Internet site (<http://stats.bls.gov/cpi/>) or other BLS source to calculate the CPI-adjusted base fees and rates. In the event the BLS discontinues publishing the CPI and or the CPI-U, the City Manager shall select a comparable index then being published.

PASSED AND ADOPTED this 19th day of February 2019, by the Mayor and Council of the City of Holbrook, Arizona.

Phil Cobb, Mayor

ATTEST:

APPROVED AS TO FORM:

Cher Reyes, CMC, CPM, City Clerk

Bradley A. Burns

ADDENDUM

Project Name: Holbrook ADA Improvements

Addendum No.: 1

From: **Loren V. Sadler, Architect, Inc.**
319 N. Kinsley Ave.
Winslow, AZ 86047
928-289-4282

To: **Bidding Contractors**

Owner: City of Holbrook
Cher Reyes
465 1st Avenue
Holbrook, AZ 86025



Expires 03.31.19

This Addendum is part of the Contract Documents and modifies the original Bidding Documents dated January 9, 2019 and plans dated November 26, 2018. Acknowledge receipt of this Addendum. Failure to do so may subject the Bidder to disqualification.

This Addendum consists of (2) pages.

Bid Date: February 12th, 2019
2:00pm

Bid Location: 465 N. 1st Ave. (P.O. Box 970)
Holbrook, AZ 86025

Section A: CHANGES TO PREVIOUS ADDENDA: NONE

Section B: CHANGES TO PROCUREMENT REQUIREMENTS: Bid date has been extended as identified above to February 12, 2019 @ 2:00pm.

Section C: CHANGES TO CONTRACTING REQUIREMENTS: NONE

Section D: CHANGES TO SPECIFICATIONS: NONE

Section E: CHANGES TO DRAWINGS:

- E1.1 Sheet SC-2:** Exterior push button shall be pedestal mounted in front of existing window, maintain required dimensions shown on the site plan and section.
- E1.2 Typical of all push button operators:** Wireless (battery operated) push buttons are acceptable.
- E1.3 Sheet SC-2:** Include all painted steel handrail in scope. Coordinate with the city on placement/installation of weld plates.



**CITY OF HOLBROOK
HOLBROOK ADA IMPROVEMENTS
NOTICE OF INVITATION FOR BID**

The City of Holbrook is seeking bids from qualified contractors licensed in the state of Arizona, to provide: **Construction services to replace current entrances with new electronic doors and accessories in compliance with Americans with Disabilities Act requirements.**

A pre-bid walk through will be held on Tuesday, January 22, 2019. We will meet at 11:00 a.m., at Holbrook City Hall, 465 N 1st Ave, Holbrook, Arizona.

Sealed bids must be received by the City Clerk for the City of Holbrook, Holbrook City Hall, 465 N 1st Ave, (PO Box 970), Holbrook, Arizona, by **2:00 pm, February 5, 2019.**

Bids must be submitted on the forms furnished and in a sealed envelope. The Invitation for bid's project name and bidder's name and address should be clearly indicated on the outside of the envelope. Bids sent through Federal express or other express mail agencies must have the bid documents sealed within an additional envelope inside the outer mailer.

Requests for bid documents shall be directed to: Chloe Van Hoose, NACOG Program Specialist, 1577 Plaza West Drive, Suite A4, Prescott, AZ 86303, 928-445-0211, cvanhoose@nacog.org.

Minority, woman-owned, and disadvantaged businesses are encouraged to attend and submit bids. The City may waive informalities in the bids, may negotiate with any and all bidders, and may reject all bids if it is deemed in the best interest of the City. The City of Holbrook and NACOG provide for Fair Housing and Equal Employment Opportunity.

City of Holbrook

BID FORM
HOLBROOK ADA IMPROVEMENTS

PROJECT IDENTIFICATION: **HOLBROOK ADA IMPROVEMENTS**

CONTRACT IDENTIFICATION AND NUMBER: *CDBG 110-18*

THIS BID IS SUBMITTED TO: *City of Holbrook
PO Box 970
465 N 1st Ave
Holbrook, AZ 86025*

BID AMOUNT: *78,000⁰⁰* (in numbers)

In words: *Seventy-eight thousand*

1. The undersigned bidder proposes and agrees, if this bid is accepted, to enter into an Agreement with the *City of Holbrook* in the form included in the contract documents to perform and furnish all work as specified or indicated in the contract documents for the contract price and within the contract time indicated in this bid and in accordance with the other terms and conditions of the contract documents.
2. Bidder accepts all of the terms and conditions of the Invitation to Bid and Instructions to bidders. This bid will remain subject to acceptance for 30 days after the day of bid opening. Bidder will sign and submit the Contract with the other documents required by the bidding requirements within 10 days after the date of Notice of Award.
3. In submitting this bid, bidder represents, as more fully set forth in the Contract, that:
 - a. Bidder has examined copies of all of the bidding documents and of the following Addenda (receipt of which is hereby acknowledged):

Date	Addendum Number
<u><i>1/9/19</i></u>	<u><i>1</i></u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

- b. Bidder has familiarized himself/herself with the nature and extent of the contract documents, work, site, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance, or furnishing of the work.

- c. Bidder specifies that the firm will not discriminate against employees or applicants for employment pursuant to the Governor's Executive Order #75-5 and all other applicable state and federal laws, regulations and Executive Orders.
 - d. Bidder has provided written notice of all conflicts, errors, ambiguities or discrepancies that bidder has discovered in the contract documents and the written resolution thereof is acceptable to bidder, and the contract documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the work for which this bid is submitted.
 - e. This bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; bidder has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid; bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and bidder has not sought by collusion to obtain for himself/herself any advantage over any other bidder.
4. Bidder will complete the work in accordance with the contract documents for the price outlined on the attached bid schedule.
 5. Bidder agrees that the work (all or any combination of Activities) will be fully completed and ready for final payment within 90 **calendar days** after the effective date of the Notice to Proceed.
 6. Bidder accepts the provisions of the Contract as to liquidated damages of **\$100 per day** for each consecutive calendar day in the event of failure to complete the work (all or any combination of Activities) within the times specified in the Contract.
 7. Communications concerning this bid shall be addressed to:

Name Andrew Bushman

Address Box 96
Joseph City AZ 86032

Phone 929-587-8429

Submitted on 2/12/19, 2019.
 (Insert date)

CONTRACTOR'S QUALIFICATION STATEMENT

The undersigned certifies under oath to the truth and correctness of all statements and of all answer to questions made hereinafter.

SUBMITTED TO:

ADDRESS:

SUBMITTED BY: Andrew Bushman Bushman & Bushman Construction LLC
NAME: Andrew
ADDRESS: 8196 N Porter / Box 96
Joseph City 42, 86032

PRINCIPAL OFFICE:

- Corporation
 Partnership
 Individual

- Joint Venture
 Other LLC

1. How many years has your organization been in business as a construction contractor?

12

2. How many years has your organization been in business under its present business name?

0

a. Under what other or former names has your organization operated?

Bushman & Bushman Construction

3. If a corporation, answer the following:

- a. Date of incorporation:
b. State of incorporation:
c. President's name:
d. Vice-president's name(s):
e. Secretary's name:
f. Treasurer's name:

4. If an individual or a partnership, answer the following:

a. Date of organization:

Aug 17

b. Name and address of all partners (state whether general or limited partnership):

Andrew Bushman Box 96
Rebecca Bushman Joseph City AZ
86032

5. If other than a corporation or partnership, describe organization and name principals:

6. List states and categories in which your organization is legally qualified to do business. Indicate registration or license numbers. List states in which partnership or trade name is filed.

Arizona

7. We normally perform the following work with our own forces:

General Contractor

8. On a separate sheet, list similar projects your organization has completed in the past five years, including owner/contact and year completed.

9. Dated this 12 day of Feb, 2019.

Name of organization: Bushman & Bushman Construction LLC

By: 

Title: owner



Holbrook ADA Improvements

Contractor qualification projects

ADOT- Sanders port of entry cut and remove sidewalk and add ADA concrete ramp

Maintenance Supervisor Steve Hunsaker 9282414227

ADOT- Winslow Maintenance building replace siding- 2018

Maintenance Supervisor Steve Hunsaker 9282414227

ADOT- Holbrook Auto shop remove windows frame in for smaller windows- 2018

Maintenance Supervisor Steve Hunsaker 9282414227

The Church of Jesus Christ of Latter-day Saints- Flagstaff Linda Vista Building ADA ramp and push button electric doors. -2014

Loran V. Sadler Architect Inc 928-289-4282

The Church of Jesus Christ of Latter-day Saints- Polacca mobile home placement- 2018

Loran V. Sadler Architect Inc 928-289-4282

The Church of Jesus Christ of Latter-day Saints- Lakeside seminary parking lot drainage 2017

Loran V. Sadler Architect Inc 928-289-4282

The Church of Jesus Christ of Latter-day Saints- Polacca addition of partition wall

Loran V. Sadler Architect Inc 928-289-4282

The Church of Jesus Christ of Latter-day Saints- Dilkon pavilion 2019

Loran V. Sadler Architect Inc 928-289-4282

Sun Valley Fire Department- Steel building-2016

Derrek Wagoner 928-241-0920

BUSHMAN & BUSHMAN
CONSTRUCTION
928-587-8429
AZ ROC 323370

Caty Auto Sales Winslow- steel building -2015

Jeff Hancock 928-587-0866

Dalton Auto Winslow- steel building - 2016

Jack Dalton 928-587-3300

Valley Livestock Auction- Weight Scales for auction floor- cut and sure up garage door entrance
excavate interior of building for scales - 2015

Derrek Wagoner 928-241-0920

BUSHMAN & BUSHMAN
CONSTRUCTION
928-587-8429
AZ ROC 323370

Holbrook ADA Improvements

Estimated project schedule

14 Days -Submittals, approval, and order

30 Days- for materials to get in

45 Days- for Construction

SUBCONTRACTORS & MATERIAL SUPPLIERS LIST

This attachment to the proposal form shall be submitted along with the proposal form.

List only a single name for each listing. License numbers will be required of the apparent low bidder only.

Specialty	Subcontractor/Material Supplier Name	License #
Glazer / Openers	Brothers Glass & Glazing LLC	196524
Suppliers Door	Builders First source	
Supplier	Holbrook welding	
Electrician	AZE Electrical Contractors LLC	3116.99

Grantee: City of Holbrook CDBG Contract No: 110-18
Activity No: 2 Activity Name: Holbrook ADA Improvements

LS-2 CDBG CONTRACTOR'S CERTIFICATION

CONCERNING LABOR STANDARDS AND PREVAILING WAGE REQUIREMENTS

1. I, the undersigned, am submitting a bid to (name of grantee): City of Holbrook
for the construction of the (name of project): Holbrook ADA Improvements
and hereby acknowledge that the following items are included in the bid and will also be incorporated by reference into the contract, should I be selected as the contractor for the project.
 - a. Labor Standards Provisions (HUD 4010)
 - b. Wage Decision # AZ28 Modification # 5 Bid Open Date _____ and that
 - c. the correction of any infractions of the aforesaid conditions, including infractions by any of my subcontractors and any lower tier subcontractors, is my responsibility.

2. I hereby certify that:
 - a. To the best of my knowledge, neither I nor any firm, partnership or association in which I have a substantial interest is designated as an ineligible contractor by the Comptroller General of the United States pursuant to Section 5.6(b) of the Regulations of the Secretary of Labor, Part 5 (29 CFR, Part 5) or pursuant to Section 3(a) of the Davis-Bacon Act, as amended [40 U.S.C. 276a-2(a)].
 - b. No part of the aforementioned contract is or will be subcontracted to any subcontractor, if such subcontractor or firm, corporation, partnership or association in which such sub-contractor has a substantial interest is, to the best of my knowledge, designated as an ineligible contractor pursuant to any of the aforementioned regulatory or statutory provisions.

3. I agree to obtain and forward to the aforementioned grantee, a Subcontractor's Certification Concerning Labor Standards and Prevailing Wage Requirements executed by each and every subcontractor, preferably prior to or where circumstances do not allow within ten days after the execution of any subcontract, including those executed by his/her subcontractors and any lower tier subcontractors.

4. I hereby acknowledge that I am aware that should I sign a subcontract with a subcontractor or should that subcontractor sign a contract with a lower tiered subcontractor who is found to be ineligible to receive federal funds, I shall subtract such costs from the amount I will bill the grantee.

5. Further, I certify that:

a. The demographic and business information of the undersigned are:

Contractor Information								
Amount of Contract	Type of Trade Code*	Racial Code*	Hispanic Y/N	Women Owned	IRS Tax ID # (AND) DUNS # (Required)	Section 3 (Y/N)	Construction Firm Legal Name, Address, City, State, Zip	AZ License No.
\$	3	11	N	N	92-2496192	N	Bushman & Bushman Construction LLC Box 96 Joseph City AZ 86032	323370

*See Demographic and Trade Code table below for information

Demographic and Trade Codes	
Race	Type of Trade Code
11 - White	1 - New Construction
12 - African American	2 - Substantial Rehab
13 - Asian	3 - Repair
14 - American Indian or Alaskan Native	4 - Service
15 - Native Hawaiian or other Pacific Islander	5 - Project Management
16 - American Indian or Alaskan Native and White	6 - Professional
17 - Asian and White	7 - Tenant Services
18 - African American and White	8 - Education Training
19 - American Indian or Alaskan Native and White	9 - Architecture/Engr.
20 - Other Multi-racial	10 - Other

b. The undersigned is:

- a sole proprietorship;
 a partnership;
 a corporation organized in the State of _____; or
 another organization (describe) _____

b. The name, title and address of the owners, partners or officers of the undersigned are (please list any other legal names/doing business as (dba):

<u>NAME</u>	<u>TITLE</u>	<u>ADDRESS</u>
Andrew Bushman	Owner	8192 Porter Box 20 Joseph City
Rebecca Bushman	" "	" " AZ 86032

d. The names and addresses of all other persons, both natural and corporate, having a substantial interest in the undersigned, and the nature of the interest, are: (Indicate if None)

<u>NAME</u>	<u>ADDRESS</u>	<u>NATURE OF INTEREST</u>
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e. The names, addresses and trade classifications of all other building construction contractors in which the undersigned has a substantial interest are: (Indicate if None)

<u>NAME</u>	<u>ADDRESS</u>	<u>TRADE CLASSIFICATION</u>
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6. I hereby certify that I have the legal authority to complete and submit this document on behalf of:

a. Name of Contractor: Bushman C Bushman Construction LLC

b. Signature (in ink): _____

c. Type or Printed Name: Andrew Bushman

d. Title: Owner

e. Date: 2/12/14

WARNING: U.S. Criminal Code, Section 1010, Title 18, U.S.C. provides in part: "Whoever...makes, passes, utters or publishes any statement, knowing the same to be false...shall be fined not more than \$5,000 or imprisoned not more than two years, or both."

CDBG Approval Use Only

The contractor is eligible to participate in the CDBG funded construction project: Yes No

Comments: _____

Person making this determination (typed or printed name): _____

Signature _____ Date _____

Date grantee or CDBG Program notified of determination: _____

Grantee or CDBG Program notified by: Mail Fax Phone e-mail

LS-2.3, 3/2006


ANTI-LOBBYING CERTIFICATION

The undersigned certifies, to the best of his or her knowledge and belief that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this Certification be included in the award documents for all sub-awards to all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

These Certifications (Civil Rights, Equal Employment Opportunity, Affirmative Action for Handicapped Workers - Section 503, Procurement of Recovered Materials, Access to Records and Records Retention, Conflict of Interest, and Anti-Lobbying) are a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of these Certifications is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code.

Andrew Bushman
(typed name of official)


(signature of official)

Bushman & Bushman Construction LLC
(typed name of firm)

2/12/19
(date)