

**BOARD OF ADA COUNTY COMMISSIONERS  
MINUTES OF THE OPEN BUSINESS MEETING  
TUESDAY, AUGUST 18, 2015  
9:00 A.M.**

The Board of Ada County Commissioners (Board) met this date in an Open Meeting in the Commissioners' Conference Room of the Ada County Courthouse Complex to act on the following items. Staff members present: Bob McQuade and Tim Tallman, Assessor's Office; Larry Maneely, Commissioners' Office; Bob Perkins, Rusty McNeill, Alyssa Mitchell and Robyn Swaney, Procurement; B. Calley and K. Osborn, Human Resources; Jessica Donald, Communications; Scott Williams, Operations; and Megan Leatherman, Development Services. Minutes Recorder: Angel Dicus.

**I. IN THE MATTER OF CALL TO ORDER:**

Commissioner Jim Tibbs called the meeting of the Ada County Commissioners to order at 9:00 a.m.

**II. IN THE MATTER OF ROLL CALL:**

Commissioners Jim Tibbs, Rick Yzaguirre and David L. Case were present.

**III. CHANGES TO THE AGENDA:**

1. Item IV(a) was amended to include "Award Recommendation"
2. Item IV(b) was amended to read "Final Ranking and Request to Enter into Contract Negotiations," rather than "Award of"

**ACTION: D. CASE MOVED TO AMEND THE AGENDA TO INCLUDE THE AWARD RECOMMENDATION FOR ITEM IV (A), RFP 15034; AND TO CHANGE "AWARD OF" TO "FINAL RANKING AND REQUEST TO ENTER INTO CONTRACT NEGOTIATIONS" FOR ITEM IV (B), RFP 15045. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**IV. UNFINISHED BUSINESS:**

**ACTION: R. YZAGUIRRE MOVED TO REMOVE THE UNFINISHED BUSINESS FROM THE TABLE FOR CONSIDERATION. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

- Procurement

- a. Final Ranking and Award Recommendation for RFP 15034, Ada County Employee Benefits Consultant/Broker/Advisor (*Tabled from 7/7/15*)

B. Perkins presented the Evaluation Committee's recommendation for award. R. Yzaguirre read the recommendation into the record.

**ACTION: R. YZAGUIRRE MOVED TO ACCEPT THE FINAL RANKINGS AND RECOMMENDATION OF THE EVALUATION COMMITTEE AND AWARD RFP 15034, ADA COUNTY EMPLOYEE BENEFITS CONSULTANT/BROKER/ADVISOR TO GALLAGHER BENEFIT SERVICES, INC., AS THE NUMBER ONE RANKED PROPOSER, IN THE AMOUNT OF \$60,000. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

- b. Final Ranking and Request to Enter Into Contract Negotiations for RFP 15045, Ada County Enhanced Wildfire Risk Map Project (*Tabled from 8/4/15*)

B. Perkins presented the Evaluation Committee's recommendation for award. D. Case read the recommendation into the record.

**ACTION: D. CASE MOVED TO ACCEPT THE FINAL RANKINGS PROVIDED BY THE EVALUATION COMMITTEE FOR RFP 15045, ADA COUNTY ENHANCED WILDFIRE RISK MAP PROJECT, AND AUTHORIZE THE COMMITTEE TO ENTER INTO CONTRACT NEGOTIATIONS WITH THE NO. 1 RANKED PROPOSER. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

- c. Award of Bid 15051, Ada County Custodial Services 2015 (*Tabled from 8/11/15*)

B. Perkins presented the Evaluation Committee's recommendation for award. R. Yzaguirre read the recommendation into the record.

**ACTION: R. YZAGUIRRE MOVED TO ACCEPT THE RECOMMENDATION OF THE EVALUATION COMMITTEE AND AWARD BID 15051, ADA COUNTY CUSTODIAL SERVICES 2015, TO A-OK BUILDING MAINTENANCE, INC. IN THE AMOUNT OF \$27,432. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

V. NEW BUSINESS:

**Public Hearing**

1. Resolutions (2)

- a. Resolution No. 2079 - Resolution Adjusting the Ada County Budget to Reflect the Receipt of Unscheduled Revenue to the Consolidated Elections Budget

J. Tibbs opened the public hearing and read Resolution No. 2079 into the record.

*[There was no public testimony.]*

J. Tibbs closed the public hearing.

**ACTION: D. CASE MOVED TO APPROVE RESOLUTION NO. 2079 AS LISTED ON THE AGENDA. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

- b. Resolution No. 2080 - Resolution for the Renewal of Sole Source Contracts for Equipment and Services for the 700 Mhz Digital Trunked Radio System and HPD Mobile Data Communications System for the Ada County Emergency Communication Center

J. Tibbs opened the public hearing and read Resolution No. 2080 into the record.

*[There was no public testimony.]*

J. Tibbs closed the public hearing.

**ACTION: R. YZAGUIRRE MOVED TO APPROVE RESOLUTION NO. 2080 AS LISTED ON THE AGENDA. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**Close Public Hearing**

2. Procurement

- Review of Bids Received & Award Consideration for Bids \$25,000 to \$50,000  
1. Bid 15059, Vicon Camera Support and Maintenance for the Ada County Jail

B. Perkins advised the Board that the Evaluation Committee received two responses for Bid 15059 and presented the Board its recommendation to reject all bids received. D. Case read the recommendation into the record.

**ACTION: D. CASE MOVED TO ACCEPT THE RECOMMENDATION OF THE EVALUATION COMMITTEE AND REJECT ALL BIDS FOR BID 15059, VICON CAMERA SUPPORT AND MAINTENANCE FOR THE ADA COUNTY JAIL. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

## 2. Bid 15060, Geotextile for the Ada County Landfill

B. Perkins advised the Board that the Evaluation Committee received six responses for Bid 15060 and presented the Board its recommendation for award. R. Yzaguirre read the recommendation into the record.

**ACTION: R. YZAGUIRRE MOVED TO ACCEPT THE RECOMMENDATION OF THE EVALUATION COMMITTEE AND AWARD BID 15060, GEOTEXTILE FOR THE ADA COUNTY LANDFILL, TO EROSION CONTROL APPLICATIONS IN THE AMOUNT OF \$28,440. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

3. Licenses (*Authorize the Chairman to Sign*)a. Catering Permits

- Goodwood Barbecue Company at Alpine Ponds for Heather Koster Wedding, August 22<sup>nd</sup> from 4pm to 1:30am

b. New Licenses

- Full Steam Bistro, 920 E. Park Blvd., Boise, Beer/Wine

**ACTION: D. CASE MOVED TO APPROVE THE LICENSES AS LISTED ON THE AGENDA INCLUDING ONE CATERING PERMIT AND ONE NEW LICENSE; AND AUTHORIZE THE CHAIRMAN TO ELECTRONICALLY SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

## 4. Auditor's Office - No Report

## 5. Claims Journal

- August 14, 2015

**ACTION: R. YZAGUIRRE MOVED TO AUTHORIZE PAYMENT OF CLAIMS ON THE CLAIMS JOURNAL DATED AUGUST 14, 2015. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

## 6. Personnel Action Forms (6 Leaves with Pay)

**ACTION: D. CASE MOVED TO APPROVE THE PERSONNEL ACTION FORMS AS LISTED ON THE AGENDA INCLUDING 6 LEAVES WITH PAY; AND THAT THE SUMMARY SHEET REMAIN ON FILE IN THE COMMISSIONERS' OFFICE. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

## 7. Assessor's Office - No Report

## 8. Treasurer's Office - No Report

## 9. Chief of Staff

L. Maneely reminded those present of the Courthouse Bond Payoff Celebration at 5:30 pm and announced the US Navy Dedication Ceremony on Saturday.

10. Weed and Pest (*Authorize the Chairman to Sign*)- Notices of Lien (2)

- |                     |             |          |
|---------------------|-------------|----------|
| 1. Sabrina A Amidon | S1410427800 | \$269.13 |
| 2. Cari Denson West | R8163170150 | \$77.93  |

**ACTION: R. YZAGUIRRE MOVED TO APPROVE TWO NOTICES OF LIEN FOR WEED & PEST AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

11. Agreements (50) (All Agreements FY16 Unless Otherwise Noted) (*Authorize the Chairman to Sign the Appropriate Documents*)
- a. Agreement No. 11203 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of P3015, 3600, M551dn, P2035, P4015, P1606, LJ1300, M201, M401 and P2015 for Use at the Sheriff Record's Office
  - b. Agreement No. 11204 - Agreement Between Ada County and The Car Park, Inc. for Parking Services
  - c. Agreement No. 11205 - Agreement Between Ada County and Kamco Enterprises d/b/a Rocky Mountain Towing for Towing Services
  - d. Agreement No. 11206 - Agreement Between Ada County and ECS Refining for Electronic Waste Recovery and Recycling Services
  - e. Agreement No. 11207 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of LD117sp for Use at the Sheriff's Office, Court Services
  - f. Agreement No. 11208 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of LD117 for Use at the Sheriff's Office, Crime Lab
  - g. Agreement No. 11209 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of LD117 for Use at the Sheriff's Office, Driver's Licenses
  - h. Agreement No. 11210 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of LD117 for Use at the Sheriff's Office, Jail Medical Unit
  - i. Agreement No. 11211 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of LD117 for Use at the Sheriff's Office, Property and Evidence Back Room
  - j. Agreement No. 11212 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP4054 for Use at the Sheriff's Office
  - k. Agreement No. 11213 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP6002 for Use at the Sheriff's Office, Records Back Office
  - l. Agreement No. 11214 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP6002sp for Use at the Sheriff's Office, Misdemeanor Probation
  - m. Agreement No. 11215 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP4002 for Use at the Sheriff's Office, Patrol Briefing
  - n. Agreement No. 11216 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP4002sp for Use at the Sheriff's Office, Finance
  - o. Agreement No. 11217 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP5002sp for Use at the Sheriff's Office, Programs
  - p. Agreement No. 11218 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MPC3002 for Use at the Sheriff's Office, Administration
  - q. Agreement No. 11219 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP5002sp for Use at the Sheriff's Office, Records
  - r. Agreement No. 11220 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP6002sp for Use at the Sheriff's Office, Civil
  - s. Agreement No. 11221 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP301sp for Use at the Sheriff's Office, Eagle Substation
  - t. Agreement No. 11222 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP301sp for Use at the Sheriff's Office, Court Services
  - u. Agreement No. 11223 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP301sp for Use at the Sheriff's Office, Pre-Trial Unit
  - v. Agreement No. 11224 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MPC4503 for Use at the Sheriff's Office, Jail Mailroom
  - w. Agreement No. 11225 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP301sp for Use at the Sheriff's Office, Eagle Substation
  - x. Agreement No. 11226 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP6002sp for Use at the Sheriff's Office, Jail Booking
  - y. Agreement No. 11227 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP4002sp for Use at the Sheriff's Office, Dispatch
  - z. Agreement No. 11228 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP4002sp for Use at the Sheriff's Office, Work Release Center
  - aa. Agreement No. 11229 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP4002sp for Use at the Sheriff's Office, Day Reporting Center
  - bb. Agreement No. 11230 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP2553sp for Use at the Sheriff's Office, Kuna Substation
  - cc. Agreement No. 11231 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP4002sp for Use at the Sheriff's Office, Law Library

- dd. Agreement No. 11232 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MPC2503 for Use at the Sheriff's Office, Detectives
- ee. Agreement No. 11233 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP301sp for Use at the Sheriff's Office, North Ada County Substation
- ff. Agreement No. 11234 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MP301sp for Use at the Sheriff's Office, Property and Evidence
- gg. Agreement No. 11235 - Agreement Between Ada County and Caremark Health LLC for Participation in the National Association of Counties Prescription, Health and Dental Discount Program
- hh. Agreement No. 11235-1-15 - Rider to Agreement Between Ada County and Caremark Health LLC for Participation in the National Association of Counties Prescription, Health and Dental Discount Program
- ii. Agreement No. 11236 - Agreement Between Ada County and Idaho Power for Easement for FACES Building
- jj. Agreement No. 11237 - Agreement Between Ada County and Fisher's Document Systems, Inc., for Lease of MPC4502 for Use at the Treasurer's Office
- kk. Agreement No. 8452-7-15 - Renewal Agreement Between Ada County and the State of Idaho Department of Correction for the Lease of Office Space at the Benjamin Facility
- ll. Agreement No. 8705-4-15 - Renewal Agreement Between Ada County And Allied Waste For Solid Waste Services Collection Contract
- mm. Agreement No. 9380-4-15 - Renewal Agreement Between Ada County and EC Power Systems for Emergency Generator Service and Repair
- nn. Agreement No. 9382-4-15 - Renewal Agreement Between Ada County and Autosort, Inc. for Presort Distribution Services for FY16
- oo. Agreement No. 9678-4-15 - Renewal Memorandum of Agreement Between Ada County and Valley Regional Transit for County Bus Passes for FY16
- pp. Agreement No. 9781-3-15 - Renewal Agreement Between Ada County and Sawyer Inc., dba Orkin Idaho for Pest Control for Ada County Facilities for FY16
- qq. Agreement No. 9832-3-15 - Renewal Agreement Between Ada County Custodial Services and A-OK Building Maintenance, Inc. for Select Ada County Facilities
- rr. Agreement No. 9981-4-15 - Renewal Agreement Between Ada County and Call2Recycle, Inc. for the Green Vantage Program for Recycling of Chargeable Batteries and Cell Phones
- ss. Agreement No. 10061-3-15 - Renewal Agreement Between Ada County and Western Records Destruction, Inc. for Secure Shredding Services for FY16
- tt. Agreement No. 10133-3-15 - Renewal Agreement Between Ada County and M.M. Demolition for Wood Recycling Services for FY16
- uu. Agreement No. 10483-2-15 - Renewal Agreement Between Ada County and State of Idaho Department of Health and Welfare for Service of Process for Child Support Enforcement
- vv. Agreement No. 10574-3-15 - Renewal Agreement Between Ada County and Motorola Solutions for ASTRO 25 Software License and Maintenance
- ww. Agreement No. 11060-1-15 - Renewal Agreement Between Ada County and Hobart Service for Maintenance Service on the FT900d Flight Type Dual Rinse Dishwasher
- xx. Agreement No. 11130-1-15 - Renewal Agreement Between Ada County and Family Advocacy Center and Education Services, Inc. for Management and Lease of the Justice Center

J. Tibbs read the agreement numbers into the record.

**ACTION: D. CASE MOVED TO APPROVE THE 50 AGREEMENTS AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE APPROPRIATE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

12. Miscellaneous (*Authorize the Chairman to Sign*)

- Microsoft Update Statement for Visual Studio Software Licenses

**ACTION:** R. YZAGUIRRE MOVED TO APPROVE THE MICROSOFT UPDATE STATEMENT AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE APPROPRIATE DOCUMENTS ON BEHALF OF THE BOARD. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.

**VI: IN THE MATTER OF RECESS:**

There being no further business to come before the Board at this time, the meeting was recessed at 9:27 a.m.

  
\_\_\_\_\_  
Jim Tibbs, Chairman

ATTEST:

  
\_\_\_\_\_  
Christopher D. Rich, Ada County Clerk