

**ANIMAL CARE JPA MINUTES  
THURSDAY, DECEMBER 6, 2012**

Vice Chair Huntington called the meeting to order at 12:12 p.m. with Directors Cronin, Lombardo, and Vice Chair Huntington present.

**PLEDGE OF ALLEGIANCE**

Led by Vice Chair Huntington

**APPROVAL OF MINUTES**

No Action taken on Minutes of October 25, 2012

**DIRECTORS REPORTS/UPDATES**

None

**DISCUSSION ITEMS**

1. **Replacement Animal Shelter, ACJPA Project No. 1, Award of Construction Contract, Appoint Construction Project Manager, Authorize Project Manager to approve Change Orders to \$100,000, Acceptance of Town Owned Land**

Town Manager Nuaimi gave the staff report advising of prior meetings actions to recommend that the Board of Supervisors and Town Council approve award of bid, which they have. He noted that County Counsel requires that the JPA must accept the land prior to award of bid, and staff ordered an updated title report. It is recommended the JPA approve the preliminary title report based on no substantive changes and approve ownership of the land. Only the 5 acres are being transferred at this time.

**Margo Sturges**, Yucca Valley, questioned the contingency fund amount, and stated the item was tabled by the Board of Supervisors. Director Huntington advised the Board tabled the item because of the Chief Executive Officer of the County wanted to make sure all items contributed by the Town were included in the documents. Director Cronin added that Supervisor Ramos will now be chairing the JPA board and should have the opportunity to vote on the agreement.

Council Member Lombardo questioned possible change orders. Town Manager Nuaimi advised that, for a project such as this, there will likely be change orders, noting the amount of \$50,000 was allowed on a \$200,000 contract and this project is \$3 million, so it is possible for a single change order to be for \$50,000.

Director Cronin stated he feels it is appropriate to authorize \$100,000, especially in the beginning of project because it could be very difficult to call special jpa meeting, especially through holidays.

Town Manager Nuaimi advised that staff will be giving monthly updates.

Council Member Huntington stated that it is possible that there could be 1 change order up front that takes up the whole \$100,000 and recommended that if it is one that is substantial it should come to the JPA before approval. He would like to see anything more than \$50,000 come to the JPA for approval. Recommendation No. 3 amended to add that no single change order over \$50,000 will be approved without prior JPA approval.

Director Lombardo moved to: 1) Award the construction contract, contingent upon issuance and approve of title insurance and transfer of the Replacement Animal Shelter site to the ACJPA, to Facility Builders and Erectors, Inc., in the amount of \$2,881,200.00, including the Base Bid and Bid Alternate B, authorize a construction contingency of \$339,790, for a total contract amount of \$3,220,990.00, authorizing the ACJPA Chairman, and ACJPA Attorney to sign all necessary documents; 2) Appoint Alex Qishta as the ACJPA Replacement Animal Shelter Project Construction Manager and as the authorized ACJPA Representative under the contract; 3) Authorize the Project Construction Manager/authorized ACJPA Representative under the contract to approve change orders up to a Construction total of \$100,000.00, with the exception that no single change order over \$50,000 will be approved, before returning to the ACJPA for additional change order authorization, as amended; and 4) Approve the Preliminary Title Report, attached as Exhibit A, based upon no substantive changes to the Preliminary Title Report, accepts ownership of the Replacement Animal Shelter property, identified as Assessor Parcel Number 597-021-08, contingent upon issuance and approval of title insurance and an updated Preliminary Title Report/Title Report, and authorize the ACJPA Attorney to review, accept and approve the Preliminary Title Report/Title Report and title insurance based upon no substantive changes or modifications to the Preliminary Title Report/Title Report. Director Cronin seconded. Motion carried unanimously.

## **FUTURE AGENDA ITEMS**

- A. Annual Audit
- B. Renewal of Insurance

## **PUBLIC COMMENTS**

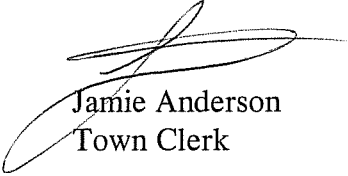
**Richard Harlan**, Yucca Valley, stated there is money set aside for telephones and data units and questioned if the system is included in there. Town Manager Nuaimi stated that amount is in the startup costs.

**Margo Sturges**, Yucca Valley, stated she is disappointed that there are no local contractors being used. Director Huntington stated that all agree with that but the JPA is required to follow the law and can't limit the contract to local contractors. It is a free market process.

**ADJOURNMENT**

There being no further business the meeting was adjourned at 12:30 p.m.

Respectfully submitted



Jamie Anderson  
Town Clerk