



ROSEBURG PUBLIC WORKS COMMISSION AGENDA  
THURSDAY, JULY 14, 2022  
3:30 Regular Meeting

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7-8-2022

**Electronic Meeting**

Public Access: [www.Facebook.com/CityofRoseburg](http://www.Facebook.com/CityofRoseburg)

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**NOTE: IT IS UP TO EACH OF YOU AS COMMISSIONERS TO CALL 541-492-6730 AND LET STAFF KNOW BEFORE THE DAY OF THE MEETING IF YOU WILL NOT BE ATTENDING. THANK YOU.**

**I. CALL TO ORDER**

**II. ROLL CALL:**

Chair: Bob Cotterell  
Commissioners: Ken Hoffine                      Stuart Liebowitz                      Noel Groshong  
                         John Seward                                      Fred Dayton                                      Roger Whitcomb  
                         Pat Lewandowski                                      Tim Swenson

**III. APPROVAL OF MINUTES**

A. June 9, 2022

**IV. DISCUSSION ITEMS**

A. Oregon Department of Transportation (ODOT) Local Bridge Program (LBP) Grant Acceptance

**AUDIENCE PARTICIPATION** – Comments can be provided via email to the Commission at [pwd@cityofroseburg.org](mailto:pwd@cityofroseburg.org) or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg **prior to 12:00 pm on Thursday, July 12, 2022**. Comments must include the person's name and address for the record. The Commission reserves the right to delay any action requested until they are fully informed on the matter.

**V. INFORMATIONAL**

A. Project Updates

**VI. BUSINESS FROM THE COMMISSION**

**VII. NEXT MEETING DATE: August 11, 2022**

**VIII. ADJOURNMENT**

**\*\*\* AMERICANS WITH DISABILITIES ACT NOTICE \*\*\***

Please contact the Office of the City Recorder, Roseburg City Hall, 900 SE Douglas Avenue, Roseburg, OR 97470-3397 (Phone 541-492-6700) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

**CITY OF ROSEBURG  
PUBLIC WORKS COMMISSION MEETING  
JUNE 9, 2022  
MINUTES**

**CALL TO ORDER:** The meeting of the City of Roseburg Public Works Commission was called to order at 3:30 p.m. Thursday, June 9, 2022 electronically via Zoom in Roseburg Oregon.

**ROLL CALL:** Present: Chair Bob Cotterell, Commissioners Fred Dayton, Tim Swenson, Stuart Liebowitz (left 3:45), Pat Lewandowski, and Noel Groshong (joined 3:33)

Absent: John Seward, Ken Hoffine, and Roger Whitcomb

Others Present: None

Attending Staff: Public Works Director Dawn Easley, Contract Employee Brice Perkins, Public Works Staff Assistant Kandi Street, and Public Works Department Technician Chanelle Rogers

Perkins introduced new Public Works Director Dawn Easley. Perkins said he and Easley have known each other for about 15 years and worked together for many years at the City of Medford prior to him coming to Roseburg.

**APPROVAL OF MINUTES:** Commissioner Dayton moved to approve the minutes of the May 12, 2022 Public Works Commission meeting. Motion was seconded by Commissioner Swenson and approved with the following vote: Chair Cotterell, Commissioners Dayton, Swenson, Groshong, Lewandowski, and Liebowitz. No one voted no.

**DISCUSSION ITEMS:**

**2022 Pavement Management Overlay Project Bid Award Recommendation – 22PW01**

**Phase 2:** Easley informed as part of the City's annual pavement rehabilitation work, the City identified the rehabilitation of Stephens Street from approximately 600 feet north of Diamond Lake Boulevard to Garden Valley Boulevard as the priority for 2022. The project consists of grinding and repaving approximately 4500 lineal feet of roadway and the replacement of 24 Americans with Disabilities (ADA) ramps. Staff divided this year's PMP project into phases. Phase 1 which is currently under construction is the replacement of the 24 ADA ramps. Phase 2 will be the asphalt work and that was advertised for bid on May 12, 2022. Easley stated that only one bid was received, that was from Knife River Materials for \$1,033,788. Commissioner Lewandowski questioned how far along NE Stephens is the project going. Easley said it was going almost all the way to Garden Valley Boulevard. Chair Cotterell inquired how long the project was project to take. Easley replied they have 75 days to complete the project. Commissioner Lewandowski questioned if the work would be done at night. Easley stated the grinding, paving, and striping work will be done at night. The raising/lowering of the manholes is allowed to be done during the day, but three lanes will be kept open when that work is done.

**MOTION:** Commissioner Lewandowski moved to recommend to the City Council award of the Stephens Street Pavement Improvements Project to the lowest responsible bidder, Knife River Materials for \$1,033,788. Motion was seconded by Commissioner Swenson and approved with the following vote: Chair Cotterell, Commissioners Dayton, Swenson, Groshong, Lewandowski, and Liebowitz. No one voted no.

**Equipment Purchase – Mini Excavator:** Easley informed the Public Works Department is budgeted to purchase a Mini Excavator. Currently the City has one mini excavator that is shared by the Streets, Storm Drainage, and Water Divisions. Easley said having only one machine of this type has been challenging at times, often more than one division needs the equipment at the same time. Easley stated the purchase of the Caterpillar Model 308 Mini Excavator can be made under the Sourcewell cooperative purchasing agreement, which offers a twenty-six percent discount with a contract price of \$133,594.92. Commissioner Swenson asked what the size and brand of the excavator that the City currently has. Perkins said it is also a Caterpillar Model 305, which is just slightly smaller. Commissioner Swenson inquired if the City has the equipment currently to be able to haul the new excavator. Perkins replied that yes we do. Commissioner Swenson also questioned if Caterpillar was the only brand available from Sourcewell and if staff had any comparable quotes for others. Easley said she believes Caterpillar is the only company on Sourcewell for the mini excavator, she isn't sure if there are other cooperative purchasing agreements that would have other manufactures. Sourcewell typically works with one manufacturer for each type of equipment.

**MOTION:** Commissioner Dayton moved to recommend the City Council authorize the purchase of a CAT 308 mini excavator from Peterson CAT through the Sourcewell cooperative purchasing agreement for \$133594.92. Motion was seconded by Commissioner Liebowitz and approved with the following vote: Chair Cotterell, Commissioners Dayton, Groshong, and Lewandowski. Swenson voted no, as he would have liked to see additional quotes.

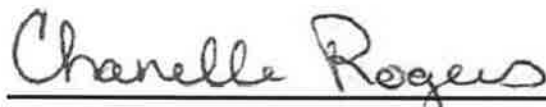
**AUDIENCE PARTICIPATION:** None

**INFORMATIONAL ITEMS:** None

**BUSINESS FROM THE COMMISSION:** Commissioner Dayton questioned what the status of the generator at the Water Treatment Plant is. Perkins stated the contractor is scheduled to start some of the work this month. They will be doing some ground work, installing a slab to install it on and run conduit. Perkins said the generator isn't expected to show up until late August.

**NEXT MEETING DATE:** July 14, 2022

**ADJOURNMENT:** Meeting adjourned at 3:50 p.m.



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Chanelle Rogers, Public Works Department Technician

**CITY OF ROSEBURG  
MEMORANDUM**



**DATE:** July 14, 2022

**TO:** Public Works Commission

**FROM:** Dawn Easley, Public Works Director

**SUBJECT:** Oregon Department of Transportation (ODOT) Local Bridge Program (LBP) Grant Acceptance

**ISSUE STATEMENT AND SUMMARY**

ODOT Statewide Transportation Improvement Program (STIP), using Federal Infrastructure Investment and Jobs Act (IIJA) funds, has approved funding for the City of Roseburg Parker Street/Newton Creek Bridge Replacement Project. The issue for the Commission is whether or not to recommend the Council authorize the City Manager to execute the agreement.

**BACKGROUND/ANALYSIS**

On October 26, 2020, City Council approved the request to apply for the LBP 2025-2027 funding cycle. The applications were formally submitted in November of 2020.

Additional funding was added to the selection process for the 2024-2027 STIP due to additional funding becoming available through the IIJA. Applications for local bridge projects through 2027 were submitted in 2020 and considered for funding by the Local Agency Bridge Selection Committee, consisting of three representatives from counties, cities, and ODOT.

On June 16, 2022, the city received notice that the Local Agency Bridge Selection Committee for the LBP approved the grant application for the Parker Street/Newton Creek Bridge Replacement Project with federal funding provided by the IIJA that is available through Federal Fiscal Year (FFY) 2027.

For Oregon to fully use the available funding, a portion of Off-System bridge projects will need to be advanced into the 2021-2024 STIP. The city will need to request to be part of the accelerated schedule for the Parker Street/Newton Creek Bridge Replacement Project for ODOT to begin design in 2023.

**FINANCIAL AND/OR RESOURCE CONSIDERATIONS**

In November 2020, the city submitted an LBP funding application to ODOT for the Parker Street/Newton Creek Bridge Replacement Project. The current project cost estimate is \$2,330,000. Federal funds for this project shall be limited to \$2,090,709, and the local match amount is 10.27%, a city match of \$239,291. The current LBP funding award is \$2,330,000 with a local match of \$239,291, the required 10.27% of the project estimate.

The adopted Five Year Capital Improvement Program includes funding in the Transportation Fund to be utilized as a grant match.

**TIMING ISSUES**

The acceptance is due August 1, 2022. Staff would like authorization to accept the funding, be part of the accelerated schedule, and to authorize ODOT to start the design in 2023.

**COMMISSION OPTIONS**

The Commission has the following options:

1. Make a recommendation that the City Council authorize the City Manager to execute the LBP funding agreement
2. Request additional information (this may require an additional Commission meeting to meet the acceptance deadline); or
3. Recommend that Council not accept the LBP funding at this time.

**STAFF RECOMMENDATION**

Staff recommends that the Commission forward a recommendation to the City Council to authorize the City Manager to execute the LBP funding agreement for the design and replacement of the Parker Street/Newton Creek Bridge.

**SUGGESTED MOTION**

*I move to recommend that the City Council authorize the City Manager to execute the LBP funding agreement for the replacement of the Parker Street/Newton Creek Bridge.*

**ATTACHMENTS**

None

CITY OF ROSEBURG  
MEMORANDUM



DATE: July 14, 2022  
TO: Public Works Commission  
FROM: Ryan Herinckx  
SUBJECT: Project Updates

The following is a brief status update of current Public Works projects.

**WATER PROJECTS**

**West Avenue Main Extension – Complete**

This project is complete, the project installed approximately 1600 linear feet of 24-inch transmission main up Reservoir Hill.

19WA04	West Avenue Main Extension		
	Bid	Final	% to Bid
Engineering Services	\$ 240,805.00	\$ 240,777.43	0.0%
Construction	\$ 1,101,944.00	\$ 1,028,359.23	-6.7%
Construction Mgmt.	\$ 98,279.00	\$ 90,094.60	-8.3%
<b>Total Cost:</b>	<b>\$ 1,441,028.00</b>	<b>\$ 1,359,231.26</b>	<b>-5.7%</b>

**24-Inch Hooker to Isabell Transmission Main Replacement – 95% Complete**

This project is approximately 95% complete. The project is replacing about 3,000 linear feet of 20-inch transmission main installed in 1934 with new 24-inch ductile iron pipe. The contractor has completed the installation of the 24" pipe, and it was put into service on June 14. The contractor is working on connecting the new 24" pipe to the existing 30" pipe. The 2" asphalt grind and inlay of the southbound travel lane is scheduled for the end of July.

**Water Treatment Plant Standby Power**

The contractor is scheduled to arrive on site on July 18. There have been some delays in acquiring the switch gear.

**24-inch Transmission Main Replacement – Isabell to Newton Creek**

The consultant began survey and design work in April. Preliminary plans are expected at the end of July. This project is scheduled to bid in December 2022.

**18-inch Hwy 138 Water Main Replacement – Kester Rd to Sunshine Rd**

The consultant has begun survey and design work. Preliminary plans are expected at the end of July. This project is scheduled to bid in January of 2023.

**Rocky Ridge Reservoir**

We are negotiating the scope and working with the consultant for this design work.

## TRANSPORTATION PROJECTS

### 2022 ADA Ramp Replacement, Pine & Stephens – Complete

This project replaced 14 ADA ramps on Stephens and Pine Streets between Spring and Waite Avenues.

22PW05	2022 ADA Ramp Replacement			
		Bid	Final	% to Bid
Engineering Services	\$	22,550.00	\$ 22,400.00	-0.7%
Construction	\$	181,083.00	\$ 185,076.34	2.2%
Construction Mgmt.	\$	-	\$ -	0.0%
<b>Total Cost:</b>	<b>\$</b>	<b>203,633.00</b>	<b>\$ 207,476.34</b>	<b>1.9%</b>

### Traffic Signal Power Supply Upgrades - Complete

This project replaced 8 traffic signal control cabinets that have reached the end of their useful life. The project is complete, and we are waiting on invoicing from ODOT.

### Stephens Street ADA Ramp Replacement 60% Complete

This project is currently in progress and will replace 24 ADA ramps in Stephens Street from Diamond Lake Blvd. the Alameda Avenue. The project is on schedule and expected to be completed by the end of August 2022.

### Stephens Street Grind Inlay

This project has bid and was awarded to Knife River Materials for \$1,033,788. The contractor is scheduled to mobilize by the middle of August to lower manholes. Grinding and paving work to begin September 6. Work is scheduled to be completed by the end of October.

### 2022 Slurry Seal Project

This project has bid and was awarded to Pave Northwest for \$147,798.26. The contractor is scheduled to perform the work in the middle of August.

## STORM PROJECTS

### 2021 Storm Pipe Rehabilitation Brooklyn Avenue - Complete

This project consists of rehabilitation of approximately 365 feet of 48-inch diameter and 515 feet of 54-inch diameter storm drain pipe utilizing cured-in-place-pipe. This project is located in the undeveloped portion of Brooklyn Ave, starting at Vine Street and continuing west through the Safeway parking lot to Stephens Street.

21PW14	Storm Rehabilitation Brooklyn Ave.			
		Bid	Final	% to Bid
Engineering Services	\$	8,100.00	\$ 5,712.00	-29.5%
Construction	\$	429,925.00	\$ 427,425.00	-0.6%
Construction Mgmt.	\$	-	\$ -	0.0%
<b>Total Cost:</b>	<b>\$</b>	<b>438,025.00</b>	<b>\$ 433,137.00</b>	<b>-1.1%</b>

Broccoli Storm Line Project - Complete

This project consists of installing 820 linear feet of 12-inch diameter storm pipe in an undeveloped section of Broccoli Avenue right-of-way between Military Avenue and Lorraine Avenue.

21PW16	Broccoli Storm Line Project			
		Bid	Final	% to Bid
Engineering Services	\$	-	\$ -	0.0%
Construction	\$	98,374.00	\$ 101,092.33	2.8%
Construction Mgmt.	\$	-	\$ -	0.0%
<b>Total Cost:</b>	<b>\$</b>	<b>98,374.00</b>	<b>\$ 101,092.33</b>	<b>2.8%</b>

2023 Storm CIPP Project Vine and Alameda

This project consists of rehabilitation of approximately 904 linear feet of 42-inch diameter and 483 linear feet of 48-inch diameter storm drain pipe utilizing cured-in-place-pipe. This project was bid on July 5 and is scheduled to open on August 2. The contractor will have 275 days from Notice to Proceed to complete this work.

Calkins/Troost and Rainbow/Haggerty Storm Project

This project will install approximately 3,250 linear feet of storm line in the Calkins/Troost and Harvard at Rainbow and Haggerty. This project will abandon existing storm facilities that run through private property and in some cases, under residential buildings. The City put in for and received American Rescue Plan Act funding and will be receiving \$1,570,064 towards the design and construction of this project. The consultant began survey and design work in May. Preliminary plans are expected by the end of August. The project is scheduled to bid in January 2023.

Facility

Fulton Shop Roof Replacement

This project has bid and was awarded to Roseburg Roofing for \$356,017. The contractor is waiting on material delivery, and work is scheduled for this fall.

Privately Funded Water Main Extensions Currently Under Construction

- Sunshine Road Apartment Complex
- In-N-Out Burger
- Rivian Car Charging
- 5 Guys to Hampton Connection
- Thyme Subdivision