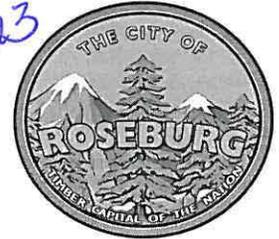


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ROSEBURG URBAN RENEWAL AGENCY
BOARD MEETING AGENDA
July 28, 2014



7:00 p.m. City Hall Council Chambers
(Immediately following City Council meeting)

1. **CALL TO ORDER:** Larry Rich, Chairperson

2. **ROLL CALL OF BOARD MEMBERS**

Bob Cotterell	Ken Fazio	Victoria Hawks	Mike Hilton
Steve Kaser	Marty Katz	Lew Marks	Tom Ryan

3. **CONSENT AGENDA**
 - A. Minutes of June 23 2014 Meeting
 - B. Airport Apron Rehabilitation Bid Award
 - C. Mead & Hunt Task Order – Construction Administration Services

4. **AUDIENCE PARTICIPATION**

5. **ADJOURNMENT**

6. **EXECUTIVE SESSION – ORS 192.660(2)**

Please contact the office of the City Recorder, 900 SE Douglas Avenue, Roseburg, Oregon, 97470; phone (541) 492-6866, at least 48 hours prior to the scheduled meeting time if you need an accommodation in accordance with the Americans With Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

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**MINUTES OF THE ROSEBURG
URBAN RENEWAL AGENCY BOARD MEETING
June 23, 2014**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 8:09 p.m. on Monday, June 23, 2014, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

ROLL CALL

Present: Board Members Bob Cotterell, Ken Fazio, Victoria Hawks, Mike Hilton, Steve Kaser, Marty Katz, Lew Marks and Tom Ryan.

Others present: City Manager Lance Colley, City Attorney Bruce Coalwell, City Recorder Sheila Cox, Public Works Director Nikki Messenger, Finance Director Ron Harker, Community Development Director Brian Davis, Police Captain Jerry Matthew, Fire Chief Mike Lane, Fire Division Chief Gregg Timm, Management Technician Debi Davidson, Carissa Cegavske of the News Review and Kyle Bailey of KQEN Radio.

CONSENT AGENDA

Ryan moved to approve the following consent agenda item:

- A. Minutes of June 23, 2014 meeting.

Motion was seconded by Marks and carried unanimously.

COURT STREET RETAINING WALL

Messenger reported on the retaining wall at the northwest corner of the Court/Jackson intersection which failed. Work is needed to not only repair the failed wall, but to remove and replace the abutting sidewalk which was undermined. She anticipated the contract documents would be complete in a couple weeks, with 60 days allowed for construction completion. Kaser moved to award the Court Street Wall Repair Project to the low bidder, Jack Mathis Construction LLC for \$57,507. Motion was seconded by Fazio and carried unanimously.

GOOD OF THE ORDER

Colley thanked Umpqua Bank for their donation for Micelli Park improvements. Bank Associates recently helped complete landscaping improvements for this welcome addition to the SE Roseburg neighborhood.

ADJOURNMENT

The meeting adjourned at 8:12 p.m.



Debi Davidson
Management Technician



ROSEBURG URBAN RENEWAL AGENCY BOARD AGENDA ITEM SUMMARY

Apron & Taxilane Rehabilitation Project Bid Award Recommendation 12GR06

Meeting Date: July 28, 2014
Department: Public Works
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Nikki Messenger
Contact Telephone Number: 541-492-6730

ISSUE STATEMENT AND SUMMARY

The City has received bids for the Apron & Taxilane Rehabilitation Project. The issue for the Board is whether to award the project to the low bidder.

BACKGROUND

A. Board Action History.

- On March 10, 2014, the Board authorized a task order with Mead & Hunt for the design of the Apron Rehabilitation Project.
- On May 19, 2014, the Council/Board took a tour of potential future Urban Renewal Projects including the airport and was shown the pavement condition at that time.

B. Analysis. This project involves the reconstruction of the north section of the main apron area including the taxilanes between hangars as shown on the attached map. The Oregon Department of Aviation recently completed an analysis of the airport's pavements. The section of the apron that is scheduled for reconstruction has a Pavement Condition Index (PCI) of 22 out of 100 and is categorized as "serious". Reconstruction will include removing the asphalt and base rock sections and completely rebuilding these areas.

Bids were received July 2, 2014. Two bids were received. They were as follows:

LTM, Inc. dba Knife River	\$1,288,024.85
Wildish Const. Co.	\$1,394,185.37
<i>Engineer's Estimate</i>	<i>\$1,396,694.50</i>

C. Financial and/or Resource Considerations. The apron rehabilitation project is eligible for 90 percent reimbursement by the FAA. The FAA grant offer includes reimbursement for the following items:

Design	\$ 139,982.40
Construction	\$1,288,024.85
Construction Admin.	\$ 223,623.00
Ind. Fee Evaluation	\$ 2,500.00
Airspace Analysis	\$ 57,492.00
City Admin.	<u>\$ 10,000.00</u>
<i>Total</i>	<i>\$1,721,322.25</i>

The FAA grant is made up of a combination of state apportionment funding and non-primary entitlement funding. Grant and match funding is identified below.

FAA Grant	\$1,550,000
UR Match	<u>\$ 172,222</u>
<i>Total</i>	<i>\$1,722,222</i>

D. Timing Issues. The project will occur in two phases. The contractor is allowed a total of 75 calendar days to complete both phases. The contractor will have the option of completing one phase this year and not starting the next phase until the following construction season.

BOARD OPTIONS

The Board has the option to:

1. Award the project to the low bidder, LTM, Inc. dba Knife River Materials for \$1,288,024.85; or
2. Request more information which may impact the project start date; or
3. Not award the project and forgo the grant funding.

STAFF RECOMMENDATION

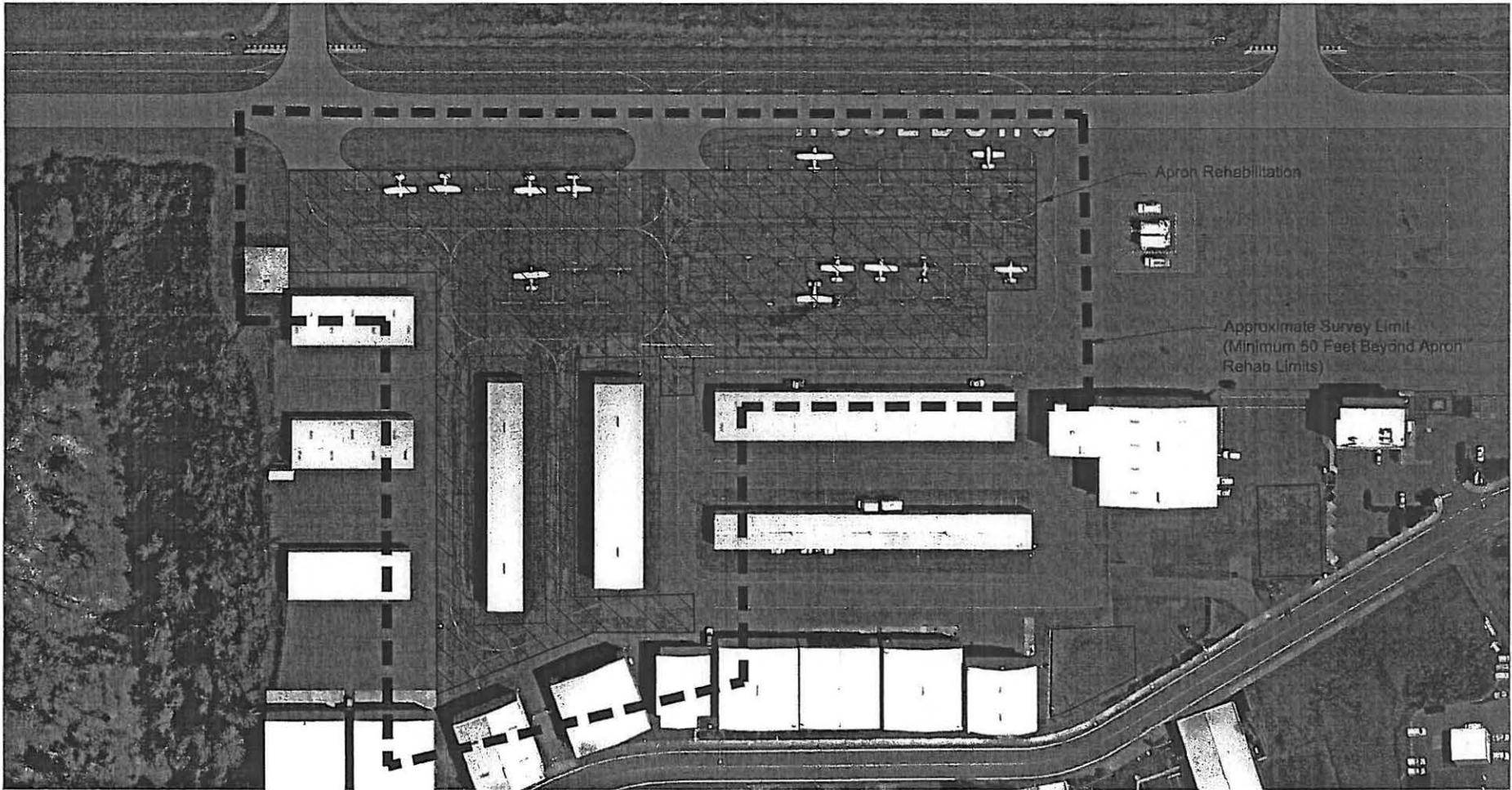
Funding has been budgeted in the current fiscal year to construct this project. The bids appear to be both responsive and responsible. The Airport Commission discussed this project at their July 17th meeting. The Commission recommended awarding the project to the low bidder, LTM, Inc. dba Knife River Materials upon securing FAA funding. The City has received the FAA grant offer. Therefore staff recommends that the project be awarded to the low bidder.

SUGGESTED MOTION

I move to award the Apron and Taxiway Rehabilitation Project to the low bidder, LTM, Inc dba Knife River Materials, for \$1,288,024.85.

ATTACHMENTS

Map of the project area



Apron Rehabilitation

Approximate Survey Limit
(Minimum 50 Feet Beyond Apron
Rehab Limits)

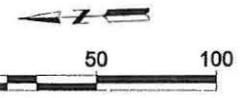
LEGEND:



APRON REHABILITATION



STAGING AREAS



ROSEBURG REGIONAL AIRPORT

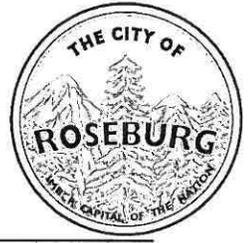
APRON REHABILITATION

01/17/2014

**Mead
& Hunt**

Attachment #1

ROSEBURG URBAN RENEWAL AGENCY BOARD AGENDA ITEM SUMMARY



Apron & Taxilane Rehabilitation Project Construction Administration Task Order 12GR06

Meeting Date: July 28 2014
Department: Public Works
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Nikki Messenger
Contact Telephone Number: 541-492-6730

ISSUE STATEMENT AND SUMMARY

Staff has negotiated a proposed scope of work and fee schedule for construction administration (CA) services for the apron rehabilitation project at the airport. The issue for the Board is whether to authorize a task order with Mead & Hunt for these services.

BACKGROUND

A. Board Action History

- March 10, 2014, the Board authorized a task order with Mead & Hunt for the design of the Apron Rehabilitation Project (under a previous five year contract).
- May 19, 2014, the Council/Board took a tour of potential future Urban Renewal Projects including the airport and was shown the pavement condition at that time.

B. Analysis. The City recently selected Mead & Hunt to perform Architectural, Engineering, Environmental, and Consulting Services for the Roseburg Regional Airport for a five year period. The contract requires separate task orders to be issued for different assignments.

The City followed FAA's requirements for negotiating scope and fee for the CA services. This included having Mead & Hunt submit a proposed scope and fee for performing the services. The scope includes full project management services from pre-construction to post-construction closeout and updating the ALP to reflect the improvements. The draft scope and a spreadsheet of associated tasks were sent to Century West Engineering for an independent fee evaluation (IFE). Mead & Hunt's fee and W&H Pacific's fees were within 7.6 percent. If they are within 10 percent, no additional negotiation is required. The proposed scope, fee and IFE were forwarded to FAA for approval. The FAA has approved the proposed scope and fee and these costs are eligible for reimbursement in the grant.

C. Financial and/or Resource Considerations. The apron rehabilitation project is eligible for 90 percent reimbursement from the FAA. The proposed fee for the task order is \$223,623. The required match is ten percent and is proposed to come from the Urban Renewal Fund.

D. Timing Issues. The intent is to begin construction as quickly as practical after award of the contract.

BOARD OPTIONS

The Board has the option to:

1. Authorize a task order with Mead & Hunt for construction administration services for the apron rehabilitation project for \$223,623; or
2. Recommend not proceeding with this project.

STAFF RECOMMENDATION

The Airport Commission discussed this task order at their July 17th meeting. The Commission recommended approving a task order with Mead & Hunt for Apron Rehabilitation Construction Administration Services in an amount not to exceed \$223,623. Staff concurs with this recommendation.

SUGGESTED MOTION

I move to approve a task order with Mead & Hunt for Apron Rehabilitation Construction Administration Services in an amount not to exceed \$223,623.

ATTACHMENTS

None.