

**CITY OF ROSEBURG
PUBLIC WORKS COMMISSION MEETING
APRIL 12, 2018
MINUTES**

CALL TO ORDER: The meeting of the City of Roseburg Public Works Commission was called to order at 3:30 p.m. Thursday, April 12, 2018 in the Third Floor Conference Room at City Hall.

ROLL CALL: Present: Commissioners Fred Dayton, Nathan Reed, John Seward, Stuart Liebowitz, Vern Munion, Ken Hoffine, and Roger Whitcomb

Absent: Chair Steve Kaser and Commissioner Noel Groshong

Others Present: Erik Ranger, i.e. Engineering

Attending Staff: City Manager Lance Colley, Public Works Director Nikki Messenger, Engineer Manager Jim Maciariello, and Department Technician Chanelle Rogers

APPROVAL OF MINUTES: Reed moved to approve the minutes of the March 22, 2018 Special Public Works Commission meeting. Motion was seconded by Seward and carried unanimously.

DISCUSSION ITEMS:

Resident Observation Master Contract Award: Maciariello stated the commission had previously requested staff consider options for procuring resident observation (inspection) services for capital projects. Maciariello informed that this year the City has an opportunity to work with the inspector that performed services for the South Stewart Parkway project. The inspector previously worked through Century West Engineering but will be working through i.e. Engineering, Inc. this construction season. Maciariello said staff intends to have a master contract with i.e Engineering for field inspection services for construction projects. The projects that would be under this contract are Black Avenue Improvements, Garden Valley – Fairmount to Stephens Pavement Rehabilitation, and 2018 Overlay projects. Munion questioned why hire through i.e. Engineering. Staff replied it was determined to be the most cost effective way to provide the inspection services.

MOTION: Liebowitz moved to recommend to the City Council the award of a master engineering contract for resident observation services to i.e. Engineering, Inc. for an amount not to exceed \$100,000. Motion was seconded by Munion and carried unanimously.

Black Avenue Improvements – Construction Bids: Maciariello informed that the City received four bids for the Black Avenue Improvements project which is the reconstruction of Black Avenue between the Garden Valley Mall and Estelle Street. Whitcomb inquired how the cost of RUSA portion works. Messenger stated the City entered into an Intergovernmental Agreement with RUSA for their portion of the project and they have been provided with a cost amount.

MOTION: Seward moved to recommend to the City Council and Urban Renewal Board the award of the Black Avenue Improvement Project to the lowest responsible bidder Cradar Enterprises, Inc. for \$642,259.00. Motion was seconded by Reed and carried unanimously with Munion abstaining from the vote due to conflict of interest.

Downtown Roseburg Corridor Improvements Phase 2 – Construction Bids: Maciariello said the intent of the second phase of the Downtown Roseburg Corridor Improvements project is to carry similar improvements as were done in Phase 1 to the intersections between Oak St. and Lane Ave. Maciariello informed four bids were received with Brown Contracting, Inc. being the low bidder. They

are the same contractor that did the Phase 1 and the City is happy with the work they did. Construction management will be done by i.e. Engineering.

MOTION: Munion moved to recommend to the City Council and Urban Renewal Agency the award of the Downtown Corridor Improvements Phase 2 Project to the lowest responsible bidder Brown Contracting, Inc. for \$1,798,895.00. Motion was seconded by Liebowitz and carried unanimously.

Award Recommendation – Construction Management Services for Downtown Roseburg Corridor Improvements Phase 2: Maciariello informed staff recently negotiated a proposed scope and budget for construction management services for the Downtown Roseburg Corridor Improvements Phase 2 Project with i.e. Engineering. Maciariello said they negotiated directly with i.e. Engineering due to their role as the design engineer, their previous CM experience with the City on several projects including Phase 1 of the Downtown Improvements, and their qualifications and availability.

MOTION: Munion moved to recommend to the City Council and Urban Renewal Agency the award of a construction management contract for the Downtown Roseburg Corridor Improvements Phase 2 project to i.e. Engineering, Inc. for an amount not to exceed \$98,864. Motion was seconded by Whitcomb and carried unanimously.

Edenbower/Stewart Parkway Left Turn Lane – Construction Bids: Maciariello stated this project has been discussed at previous commission meetings. Design was completed in March of 2017 but the project was not advertised for bid due to complications in obtaining the right of way required to construct the project. Negotiations with all impacted property owners have been ongoing over the past year and all necessary right-of-way has been obtained or will be obtained shortly. It was mentioned that the project was slightly modified to reflect changes requested by impacted property owners. Dayton questioned what the changes were. Maciariello said the south driveway for the Vet clinic and the one for the market will be right in right out and the south driveway for the property on the east corner of the intersection will be moved a little further to the south. Maciariello informed three bids were received with LTM, Inc. dba Knife River coming in as the low bidder.

MOTION: Seward moved to recommend to the Urban Renewal Board the award of the Edenbower/Stewart Parkway Left Turn Project to the lowest responsible bidder Knife River Materials, Inc., for \$811,811.00. Motion was seconded by Whitcomb and carried with Munion abstaining from the vote due to conflict and Liebowitz voting no.

Award Recommendation – CM Services for Edenbower/Stewart Parkway Left Turn Lane: Maciariello informed staff recently negotiated a proposed scope and budget for construction management services for the Edenbower/Stewart Parkway Left Turn project with i.e. Engineering. Seward asked how the City is able to negotiate directly with a firm. Messenger stated that as long as the cost of the contract is under \$100,000 they can negotiate directly.

MOTION: Munion moved to recommend to the Urban Renewal Board the award of a construction management contract for the Edenbower/Stewart Parkway Left Turn project to i.e. Engineering, Inc. for an amount not to exceed \$81,424. Motion was seconded by Whitcomb and carried with Liebowitz voting no.

Garden Valley Boulevard Pavement Rehabilitation Project – Construction Bids: Maciariello stated this project was bid in 2017 but only one bid was received and was significantly higher than the engineers estimate so the bid was rejected. Staff made some cost effective changes to the project and rebid it in March of 2018. Two bids were received this time with Brown Contracting, Inc. being the low bidder. Hoffine asked if staff had talked with the contractor to see if they will be able to complete this project along with the Downtown Improvements project at same time. Maciariello said they had talked with them.

MOTION: Liebowitz moved to recommend to the Urban Renewal Board the award of the Garden Valley Boulevard Pavement Rehabilitation Project to the lowest responsible bidder Brown Contracting, Inc. for \$833,832. Motion was seconded by Whitcomb and carried unanimously.

Award Recommendation – CM Services for Garden Valley Boulevard Pavement Rehabilitation Project: Maciariello informed that for this project the intent is to use the i.e. Engineering Resident Observer for inspection of daytime work including the removal and replacement of ADA ramps and storm drainage work. Staff recently negotiated a proposed scope and budget for limited construction management services with Murraysmith, Inc. Seward questioned what part of the project would they be overseeing. Maciariello said they would provide the inspection during the nighttime grind and inlay part and office construction management services.

MOTION: Seward moved to recommend to the Urban Renewal Agency the award of a construction management contract for the Garden Valley Boulevard – Fairmount to Stephens Street Project to Murraysmith, Inc. for an amount not to exceed \$59,368. Motion was seconded by Whitcomb and carried unanimously

AUDIENCE PARTICIPATION: None

INFORMATIONAL ITEMS: None

BUSINESS FROM THE COMMISSION: Dayton asked if any of the members of the commission had questions about what their roll was on the commission. Messenger stated it was outlined in the Municipal Code. Discussion ensued.

NEXT MEETING DATE: May 10, 2018

ADJOURNMENT: Meeting adjourned at 4:34 p.m.

Chanelle Rogers

Chanelle Rogers, Public Works Department Technician

**CITY OF ROSEBURG
MEMORANDUM**



DATE: August 1, 2018

TO: Public Works Commission

FROM: Jim Maciariello, P.E.

VIA: Nikki Messenger, P.E.

SUBJECT: **Downtown Roseburg Corridor Improvements Phase 2
Project 17UR04, Proposal Request #5**

ISSUE STATEMENT AND SUMMARY

The existing water line in Cass between Jackson and Rose Streets was not scheduled for replacement as part of this project. However, upon excavation, it became obvious that replacement was necessary. This work will require a change order that is over the City Manager's authority. The issue for the Commission is whether to recommend that the City Council and the Urban Renewal Agency approve the change order.

BACKGROUND/ANALYSIS

In April 2018, the City contracted with Brown Contracting, Inc. to complete construction of Phase 2 of the Downtown Corridor Improvements. Construction includes replacement of sanitary sewer, storm sewer, and water lines within the project boundaries. Additional project improvements include lighting, ADA ramps, rebuilding of intersections with two concrete themed at grade intersections, and various other project amenities. While performing the contracted water line improvements the contractor was required to make tie-ins to the existing 4 inch water line in Cass Street between Jackson and Rose Streets. This line was not designated for replacement but is leaking, badly deteriorated and in danger of major failure. A proposal request was prepared for replacement of approximately 200 feet of 4 inch line with new 8 inch ductile iron line. The contractor provided a price of \$57,368 to install the new 8 inch line, replace the service connections, make the necessary connections at Main and Rose Streets, and perform surface restoration. i.e. Engineering reviewed the costs and found them to be reasonable.

FINANCIAL/RESOURCE IMPACTS

The original contract awarded was for \$1,798,895. With a 10% contingency, staff projected a total construction cost of \$1,978,785. Proposal requests amounting to approximately \$18,000 have been authorized on this project. These proposal requests relate to lighting improvements, modifications to storm basins, and unforeseen poor soil conditions. The contractor has submitted a change order request for \$57,368 for the water line replacement. This amount exceeds the City Manager's authority. The amount of this change order and previously approved proposals requests is approximately \$75,368 which is well below the project contingency of \$179,890. Underground utility work is 80% complete, so the additional costs due to unforeseen conditions should be minimal for the remainder of the project.

TIMING ISSUES

The work has not been completed. To fit this work within the contractors existing schedule, staff needs authorization as soon as practical. If recommended by this commission, this information is scheduled to be presented to City Council and the Urban Renewal Agency at their August 13th meeting.

COMMISSION OPTIONS

Commission has the following options:

1. Recommend that City Council and Urban Renewal Board approve the change order;
or
2. Request additional information.

STAFF RECOMMENDATION

The work is necessary and will have to be performed by City staff or advertised for bid at a future date if it is not constructed as part of this project. In staff's opinion, the best solution is to replace the failing pipe now and minimize future disruption to streets and businesses in the area. The contractor is onsite and the work can be performed more efficiently now. Funding is available in the Water Fund. Staff recommends that the Commission provide a recommendation to the City Council and Urban Renewal Agency to approve the change order.

SUGGESTED MOTION

I move to recommend to the City Council and the Urban Renewal Agency the approval of a change order for water line replacement on the Downtown Roseburg Corridor Improvements Phase 2 Project for \$57,368.

ATTACHMENTS

None

**CITY OF ROSEBURG
MEMORANDUM**



DATE: August 9, 2018
TO: Public Works Commission
FROM: Nikki Messenger, P.E., Public Works Director
SUBJECT: Capital Improvement Program Update

ISSUE STATEMENT AND SUMMARY

The City Council adopted the current version of the Five Year Capital Improvement Program on March 26, 2018. The following is an update on the first two years of projects. No action is required by the Commission at this time.

The Commission oversees projects in the following funds:

- Sidewalk/Streetlight/Sidewalk
- Transportation
- Urban Renewal
- Water
- Storm Drainage

A brief progress report on each fund is provided below.

290 SIDEWALK/STREETLIGHT/SIGNAL					
Project Description	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
ADA Upgrades	200,000	200,000	150,000	200,000	200,000
Douglas Avenue TE Improvements Match (T)				125,000	
Rifle Range LID (T)			100,000		
Streetlighting in annexed areas	25,000	50,000	25,000		
Wayfinding project	25,000				
Sidewalk New Construction	10,000	10,000	10,000	10,000	10,000
Sidewalk Reconstruction	40,000	40,000	40,000	40,000	40,000
Traffic Signal Upgrades - Misc	10,000	10,000	10,000	10,000	10,000
SIDEWALK/STREETLIGHT TOTAL	\$310,000	\$310,000	\$335,000	\$385,000	\$260,000

ADA Upgrades – The money for ADA upgrades for this construction season has been committed to the Downtown Phase 2 Project to construct improved sidewalk access ramps as part of that project. Next year’s project(s) has not yet been identified, but will be based on priorities outlined in the adopted ADA Transition Plan.

Streetlighting in Annexed Areas – Project has not yet been started.

Wayfinding Project – The City Council has dedicated \$20,000 from Economic Development/Tourism funds to identify and design the project. The Community Development Department and Blue Zones Built Environment Committee have begun initial work. The funding identified above will contribute to the construction of the wayfinding signage.

Sidewalk Reconstruction -- This is a program to assist residential property owners with replacing damaged or dangerous sidewalks.

Sidewalk New Construction & Miscellaneous Signal Repairs -- These projects will be identified as needed.

310 TRANSPORTATION					
Project Description	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
All Roads Transportation Safety (ARTS) Projects	250,000	300,000			
Douglas Avenue TE Improvements				250,000	
HBR - ODOT Bridge Replacement Matches					
Douglas			830,000		
Stewart Park Drive				1,342,520	
Parker					362,000
Rifle Range Street LID		100,000	400,000		
Signal Interconnect Improvements (UR)	200,000				
Stewart Park Bridge Approaches		100,000			
Stewart Parkway - Harvey South Design				250,000	250,000
Valley View Improvements				100,000	
GIS/Mapping Improvements	25,000	25,000	5,000	5,000	5,000
TRANSPORTATION TOTAL	475,000	525,000	1,235,000	1,947,520	617,000

ARTS Projects -- Staff is working on finalizing the IGA with ODOT for this project. Staff will be working with the consultant on a draft scope and fee for this project. Design should begin this fall, with construction scheduled for spring/summer 2019. Improvements include upgrades to pedestrian signal heads, left turn improvements on Stewart Parkway, and an additional enhanced crossing on NE Stephens.

Rifle Range LID – Money has been budgeted for design in FY 2019-2020.

Signal Interconnect Improvements -- This project will be constructed in conjunction with the ARTS project and includes interconnect and timing improvements on Stewart Parkway.

Stewart Parkway Bridge Approaches -- Money has been included to have the bridge analyzed to ensure that any necessary improvements to maintain the bridge approaches are identified.

GIS/Mapping Improvements – The current project includes upgrading the GIS system to a web based software that will make certain information available to the public. Future improvements include purchasing and implementing asset management software.

350 URBAN RENEWAL	
Project Description	2018-2019
Airport Wetland Mitigation	150,000
Black Street Improvements	575,000
Downtown Façade Program (non-capital)	50,000
Downtown Improvements Phase 2	1,400,000
Edenbower/Stewart Parkway Left Turn	1,250,000
Garden Valley- Fairmount to Stephens	700,000
Traffic Signal Coordination/Conduit/Timing	200,000
URBAN RENEWAL TOTAL	\$4,325,000

With the exception of the Airport and Traffic Signal Projects, all of the projects listed above are under construction. The airport funding will be used for matching funds on a project to replace the runway lighting next year. Staff is currently negotiating the scope and fee with the consultant. The traffic signal project is mentioned above in the Transportation section.

530 WATER FUND					
Project Description	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Land	5,000	5,000	5,000	5,000	5,000
Buildings and Structures	10,000	10,000	10,000	10,000	10,000
Equipment	20,000		130,000	85,000	
Water Vehicles	40,000	40,000		40,000	
Mapping/Plans	35,000	10,000	10,000	10,000	10,000
Main Replacements	255,000	450,000	730,500	750,000	750,000
New Mains	115,000	10,000	10,000	10,000	10,000
Plant Improvements	1,550,000	850,000	191,000	132,000	157,000
Reservoir Improvements	85,000	335,000	125,000	125,000	625,000
Transmission Main	345,000	2,625,000	1,650,000	700,000	600,000
LID	-	-	-	-	-
WATER TOTAL	2,460,000	\$4,335,000	\$2,861,500	\$1,867,000	\$2,167,000

Main Replacements -- This year's projects include main replacements downtown (under construction) and at Harvard and Bellows (in-design). Next year's projects include replacing sections of main line on Vine Street and Peggy Avenue and replacing corroded piping on each end of the Washington Avenue Bridge.

New Mains -- Projects this year include extensions to improve looping on Taft and Knoll Streets. Design is planned to be completed in-house this winter, with construction next spring/summer.

Plant Improvements -- The current fiscal year includes completing the SCADA/telemetry project and designing the chlorination system upgrades. The final phase of the SCADA is currently in design. An RFQ will be issued for design of the replacement of the chlorination system. The second fiscal year includes construction of the chlorination system upgrades.

Reservoir Improvements -- The current fiscal year includes safety cage improvements and cathodic protection for the Grange Reservoir. Next fiscal year's projects include upgrading the Military Avenue pump station and making repairs to the floor of the Rocky Ridge Reservoir.

Transmission Mains -- The two projects included in the CIP over the next two years are the Hooker Road intertie and the West Avenue transmission main to Reservoir #7 (main reservoir complex). Both are programmed for design in FY18-19 and construction in 19-20.

560 STORM DRAINAGE					
Project Description	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Ballf Area Storm Drainage Phase 2		200,000	400,000		
Black Avenue Storm (UR)	100,000				
Broccoli -Tie In		160,000			
Calkins Area Phase 2A, 4 - Troost Street			75,000	450,000	
Cast in Place Pipe (CIPP)	700,000	600,000	400,000	400,000	400,000
Diamond Lake Blvd/Fulton Street Drainage Improvements				250,000	
Downtown Improvements Phase 2 (UR)	200,000				
Lookingglass Area Improvements				100,000	800,000
Nash/Jackson Area				100,000	900,000
Rainbow Storm Extension		250,000			
Rifle Range Street LID (T)			250,000		
Valley View LID (T)				100,000	
Wetland Mitigation Planting	100,000				
Buildings and Structures	10,000	10,000	10,000	10,000	10,000
Equipment Acquisition	40,000	10,000	10,000	10,000	10,000
Improvements - Mapping	10,000	10,000	5,000	5,000	5,000
Misc. Storm Improvements	50,000	50,000	50,000	50,000	50,000
STORM DRAINAGE TOTAL	\$1,210,000	\$1,290,000	\$1,200,000	\$1,475,000	\$2,175,000

Ballf Area Storm Phase 2 -- This project is scheduled for design in 2019 and construction in 2020.

Black Avenue Storm -- This is currently under construction as part of the Black Avenue Improvements.

Broccoli Avenue Tie-In -- This project will be designed in-house and is programmed for construction in FY 2019-20.

CIPP -- This year's project has not been bid yet and has been delayed due to the volume of construction work currently being juggled by the department. The intent is to line a section of pipe west and south of the Black Avenue project.

Downtown Phase 2 -- Currently under construction.

Rainbow Storm Extension -- This project has been designed and is scheduled to bid and construct in FY 2019-20.

Wetland Plantings -- This project will complete the permit requirements for the wetland mitigation involved in the South Stewart Parkway Improvement Project. The planting is scheduled for late fall of 2018.