1/5/18

ROSEBURG PUBLIC WORKS COMMISSION AGENDA
THURSDAY, JANUARY 11, 2018

3:30 Regular Meeting **City Hall Third Floor Conference Room**
900 SE Douglas Avenue, Roseburg, Oregon 97470

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:	Steve Kaser		
Commissioners:	Nathan Reed	Stuart Liebowitz	Noel Groshong
	John Seward	Vern Munion	Fred Dayton
	Vacant	Vacant	

III. APPROVAL OF MINUTES

A. November 9, 2017

IV. DISCUSSION ITEMS

A. Intergovernmental Agreements with RUSA
B. 2018 Pavement Management Projects
C. Project Updates

AUDIENCE PARTICIPATION – At this time, anyone wishing to address the Commission concerning items of interest not included in the agenda may do so. The person addressing the Commission shall, when recognized, give his/her name for the record. All remarks shall be directed to the whole Commission. The Commission reserves the right to delay any action, if required, until such time when they are fully informed on the matter.

V. INFORMATIONAL

VI. BUSINESS FROM THE COMMISSION

VII. NEXT MEETING DATE: February 8, 2018

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
NOVEMBER 9, 2017
MINUTES

CALL TO ORDER: The meeting of the City of Roseburg Public Works Commission was called to order at 3:30 p.m. Thursday, November 9, 2017 in the Third Floor Conference Room at City Hall.

ROLL CALL: Present: Chair Steve Kaser, Commissioners Noel Groshong, Nathan Reed, John Seward, and Fred Dayton

Absent: Stuart Liebowitz and Vern Munion

Others Present: News Review Reporter John Dicky, Downtown Roseburg Association Director Alyssa McConnel, Roseburg Salsa Co Cody Scott, Create & Sip Crystal and Gary Unrue, Blue Zones Project Kirk Blaine, and Roseburg Dream Center Christopher Hutton

Attending Staff: City Manager Lance Colley, Public Works Director Nikki Messenger, Engineer Daryn Anderson, Street Superintendent Jim Johnson, and Department Technician Chanelle Rogers

APPROVAL OF MINUTES: Reed moved to approve the minutes of the September 14, 2017 Public Works Commission meeting. Motion was seconded by Seward and carried unanimously.

DISCUSSION ITEMS:

Downtown Improvements Phase 2 – Design Contract Award: Maciariello informed that staff is looking to award a design contract for the second phase of the downtown improvements project. Maciariello said the engineer took the suggestions and comments that were made during the two meetings with the Public Works Commission and the CAC members to work on a design for construction next summer. Discussion ensued regarding the Urban Renewal fund and when it will be expiring. Gary & Crystal Unrue, Create and Sip, said they had concerns about sidewalks downtown that a lot of them are lifting due to the trees which is causing trip hazards. Kaser informed that the property owners are responsible for the sidewalks abutting their property. Christopher Hutton, Dream Center, said the Masonic Lodge is also having some issues with sidewalks because Lane St. has dropped. Colley stated staff has been in contact with members from the Masonic Lodge and have talked with them about some options. McConnel, DRA Director, said she had seen a file that stated there was $250,000 of Urban Renewal funds allocated for sidewalks. Messenger informed that the money was included in the downtown improvements overall costs.

MOTION: Groshong moved to recommend to the Urban Renewal Board the award of a design contract for the Downtown Improvements Phase 2 to i.e. Engineering, Inc. for an amount not to exceed $99,100. Motion was seconded by Reed and carried unanimously.

Reservoir Hill Yard Piping – Phase 3 – Construction Bids: Maciariello informed in November 2016 City Council awarded the Schedule "A" portion of the Reservoir Hill Yard Piping Improvements, schedule B was not awarded at that time due to funding constraints. Staff had Murraysmith provide revisions to the plans and specifications and it was re-bid as Phase 3. Maciarielo stated that two bids were received and both contractors have worked at this site previously, so they both have experience and knowledge about the work area. Reed inquired approximately what percentage of the bid was dedicated to the abandonment of the pipe.

Maciariello said he wasn't sure but it was a small percentage. Groshong asked if the pipes were being abandoned and removed. Maciariello replied that they were abandoning in place.

MOTION: Seward moved to recommend the City Council award the Reservoir Hill Yard Piping Improvements Phase 3 Project to the low bidder, Laskey Clifton Corp, for $327,150.50. Motion was seconded by Reed and carried unanimously.

Equipment Purchase Recommendation – Asphalt Patch Truck: Messenger informed that this purchase proposal was brought to the Commission at the September meeting and the Commission requested additional information be brought back. Staff provided that information in the memo. Groshong said it is hard to believe that there isn't a gas option to the truck that could handle the weight of the thermo-lay box. Jim Johnson, Street Superintendent, said he called multiple places and there are gas trucks that will pull that amount of weight but not when the weight is over the axle. Messenger stated that ORPIN was used as a way of saving money and that the total cost is within the amount that was budgeted. Seward inquired if the truck would be kept or what would be done with it. Messenger said they were not offered a trade in so would most likely go to auction or see if one of the smaller local cities could use it. Discussion ensued regarding why a new truck is needed to be purchased rather than keep the current one and add new box. Commission asked for more information. Kaser asked the Commission members to email questions they have regarding the purchase to Messenger by November 16th so staff can research and bring back more information.

AUDIENCE PARTICIPATION: During Downtown Improvements Phase 2 – Design Contract Award discussion.

Alyssa McConnel, Downtown Roseburg Association Director, informed that the association along with multiple volunteers will be lighting the street trees downtown in addition to the light posts for the holiday season.

INFORMATIONAL ITEMS: None

BUSINESS FROM THE COMMISSION: Seward asked about the Stewart Parkway project. Staff said paving was scheduled for the coming Saturday and the traffic signal was scheduled to be turned on November 21st, with other punch list items being completed in the weeks after that.

NEXT MEETING DATE: December 14, 2017

ADJOURNMENT: Meeting adjourned at 4:16 p.m.

Chanelle Rogers

Chanelle Rogers, Public Works Department Technician

CITY OF ROSEBURG
MEMORANDUM

DATE: January 11, 2018

TO: Public Works Commission

FROM: Nikki Messenger, P.E., Public Works Director

SUBJECT: **Intergovernmental Agreements with RUSA**

ISSUE STATEMENT AND SUMMARY

RUSA is interested in including sanitary sewer upgrades in two City Urban Renewal projects scheduled for construction this summer. The issue for the Commission is whether to recommend that the City Council authorize the City Manager to negotiate and execute Intergovernmental Agreements (IGA) to accomplish this additional work.

BACKGROUND/ANALYSIS

Staff has been contacted by RUSA regarding the potential for including sanitary sewer work with two Urban Renewal Projects scheduled for 2018 construction. The two projects are the Downtown Improvements Phase 2 and the Black Avenue Project. In order to include this work in the City's projects, it is necessary to enter into two separate IGAs.

The intent of the IGAs is to include RUSA's work in the City's project bid package. RUSA will be responsible for contracting directly with the design consultant to provide the design, specifications and bid quantities. Once bids are opened, RUSA will be notified of the total bid cost for the items related to the sanitary sewer items and will have 10 days to decide whether to move forward with the construction. Once the project is awarded by Council, RUSA will have 10 days to provide payment for the estimated cost of the bid items. At the end of the project, a final invoice and/or refund will be sent based on actual construction quantities.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The preliminary estimate for RUSA's portion of the Downtown Phase 2 project is $75,000. Staff does not have the preliminary estimate for the Black Avenue work yet, but expects it may be over the City Manager's $50,000 signing authority. Ultimately, this process is revenue neutral for the City.

TIMING ISSUES

Both of these projects are nearing final design. As such, it would be appropriate to obtain authorization to enter into the IGAs as soon as practical.

COMMISSION OPTIONS

The Commission has the following options:

1. Recommend to the City Council authorization for the City Manager to enter into an IGA with RUSA include the sanitary sewer work in these two projects; or
2. Request additional information; or
3. Recommend not entering into the IGA with RUSA and not include the sanitary sewer work in the City's projects.

STAFF RECOMMENDATION
The City and RUSA have used this process successfully in the recent past on the Spruce/Parrott, Downtown Phase 1, and Cascade Court projects. Anytime all of the major underground facilities can be upgraded as part of a street reconstruction project, there is a benefit for both entities and our customers. Staff recommends moving forward with the IGAs.

SUGGESTED MOTION
I move to recommend that the City Council authorize the City Manager to negotiate and execute Intergovernmental Agreements with RUSA to include sanitary sewer improvements with the Downtown Phase 2 and Black Avenue Improvement Projects.

ATTACHMENTS
None

CITY OF ROSEBURG
MEMORANDUM

DATE: January 11, 2017

TO: Public Works Commission

FROM: Nikki Messenger, P.E., Public Works Director

SUBJECT: **2018 Pavement Management Projects**

ISSUE STATEMENT AND SUMMARY

Staff is working on the 2018 Pavement Management Project list. This item is informational and does not require action by the Commission.

BACKGROUND/ANALYSIS

The following is a preliminary list of streets scheduled for treatment in 2018.

2018 Urban Renewal

Garden Valley – Fairmount to Stephens. This will be bid as a stand-alone project financed via Urban Renewal. It was originally bid in 2017. The bids were rejected since they exceeded available budget. Staff is working with the consultant to identify potential cost savings measures. In addition, the FY 2018-19 Urban Renewal Budget will include increased funding for the project.

2018 Overlays – Transportation Fund

Edenbower Blvd – Stewart Parkway to Renann
Renann Street – Stewart Parkway to Edenbower
Stewart Parkway – south of Harvey to the bridge
Valley View Drive – Stewart Parkway to Keasey

2018 Slurry Seals

Andrea St.	Delridge Ave. Sunberry Dr.
Avery St.	Witherspoon Ave. to Loma Vista Dr.
Berdine St.	Harvard Ave. to Sharp Ave.
Center St.	Harvard Ave. to Sharp Ave.
Delridge Ave.	Andrea St. to Troost St.
Hickory St.	Harvard Ave. to Sharp Ave.
Indianola St.	Luellen Dr. to Jay Ave.
Jay Ave.	Luellen Dr. to Broccoli Dr.
Loma Vista Dr.	Troost to 100' South of Parkdale Ave.
Lorrraine Ave.	Luellen Dr. to Broccoli Dr.
Luellen Dr.	Harvard Ave. to West end
Rachael Ave.	Almira St. to Keasey St.
Sherwood Ave.	Hazel St. to West end
Sherwood Ave.	Center St. to Hazel St.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The latest version of the Urban Renewal Capital Improvement Plan includes $800,000 for the Garden Valley project. Staff's intent is to budget $1.2 million in the FY 2018-19 Transportation Fund for Pavement Management.

TIMING ISSUES

The intent is to repackage and re-bid the Garden Valley project as soon as practical. The other two projects will be bid with the intention of starting construction in July.

CITY OF ROSEBURG
MEMORANDUM

DATE: January 11, 2017

TO: Public Works Commission

FROM: Nikki Messenger, P.E., Public Works Director

SUBJECT: **Project Updates**

Public Works staff is very busy working on a variety of project. The following article was written for the City Connection and has been included below for the Commission's information. Staff can provide additional information about these and other projects at the Commission meeting.

The Public Works Department completed several capital improvement projects in 2017, including upgrades to the transportation, storm drainage, parks and water system. Some of these projects were very visible, i.e. the South Stewart Parkway Improvements. While others were hardly noticed – projects such as lining failing storm drainage lines on Chestnut and Lane Avenues. Still others may have been smaller projects that are greatly appreciated by the public – upgrades to the restrooms and multi-use paths within Stewart Park. And while it's been a busy year, there is even more to come in 2018.

The following is a short description of just some of the projects in the works for 2018.

Fir Grove Splash Pad & Playground Improvements. The long awaited splash pad and playground at Fir Grove Park are under construction. All of the equipment has been purchased and the contractor began moving dirt in December. The project is scheduled to be complete in June 2018. This project has been made possible through a combination of grants and hard work by both staff and local citizens dedicated to making this a reality.

Downtown Improvements Phase 2. This project will build on the improvements made as part of the improvements made in the downtown core in 2016. Intersection, lighting, ADA and pedestrian improvements are planned for Jackson, Main and Rose Streets between Cass and Lane Avenue. This project is currently being designed and is expected to bid this spring. Funding is being provided via the Urban Renewal Fund.

Stewart Parkway/Edenbower Improvements Phase 2. This project will include the addition of a second left turn lane from eastbound Stewart Parkway onto northbound Edenbower. The project is being constructed utilizing Urban Renewal funding and is scheduled to go to bid as soon as all of the required right-of-way has been acquired.

Garden Valley – Fairmount to Stephens Overlay Project. This project involves replacing the ADA ramp improvements and a grind/inlay on this section of Garden Valley Boulevard. Funding is via the Urban Renewal Fund. The project is scheduled to bid in early 2018 with construction during the spring and summer.

Signal Coordination Improvements. A plan has been outlined and design is underway on a project to improve the connectivity and coordination of traffic signals on Garden Valley, Stewart Parkway, and parts of Stephens Street. This project is expected to bid in the fall of 2018.

Airport Master Plan and Airport Layout Plan Update. Staff is currently working with a consultant and an advisory committee to update the short and long range plans for the airport. This effort is expected to take 18 months and is funded via two grants, one from the FAA and one from the Oregon Department of Aviation, as well as Airport Funds.

Precision Approach Path Indicator (PAPI) Installation. This project has been awarded and construction is expected to begin in early 2018. The project will install a PAPI on Runway 34 to improve safety and enable the City to request reinstatement of the nighttime instrument approach procedure, which is vital to the community as a whole. Construction is expected to be complete in March.

Templin Beach Restroom Replacement. The City has awarded a project to replace the existing restrooms at Templin Beach Park. The current location is unsuitable and causes the restrooms to be underwater annually when the South Umpqua River rises in the winter. The new location is on higher ground and should alleviate this issue. Construction is scheduled to begin in early 2018. The project is being funded via a grant from the Oregon State Marine Board with matching funds provided by the Urban Renewal Fund.

Stewart Park Bank Stabilization. High water over in 2015 caused extensive damage to the river bank within Stewart Park. The erosion continues and has endangered the main irrigation pumping pad in the area. A project has been designed and submitted for permitting to stabilize the river bank and replace the lost material with natural materials that will help prevent this from reoccurring. The project is being funded through a FEMA grant with matching funds from the Park Improvement Fund.

Deer Creek Path Bank Stabilization. The same winter storms that eroded the bank near Stewart Park also damaged a section of riverbank near the multi-use path between Deer Creek and Gaddis Park. This project will utilize the same type of solutions as the Stewart Park Bank Stabilization Project and is also funded through a FEMA grant and the Park Improvement Fund. Both of these projects will be bid as soon as regulatory permits are secured, with work occurring between July and September of 2018.

Stewart Park Multi-Use Path Upgrades. The City has once again received a grant through the Oregon Parks and Recreation Department's Recreational Trails Program to improve and reconstruct another section of the path through Stewart Park. The section slated for reconstruction in 2018 runs from the VA entrance to the section that parallels I-5 through disc golf. The project will be designed in-house and slated for construction in either early spring or late fall to avoid the busiest season for path usage.

Water System Telemetry Upgrades. This multi-phase, multi-year project will vastly improve the water treatment plant operators' abilities to monitor and control the pumping and reservoir system.

Reservoir Complex Yard Piping Phase 3. The third phase of this project to replace deteriorating transmission mains in and around the main reservoir complex has been awarded and is scheduled to begin in early 2018.

City Hall Second Floor Remodel. In an effort to provide increased security and better customer service, the City has bid a project to remodel the main floor of City Hall. If awarded, construction will begin in early 2018.

Fire Stations 2 and 3 Seismic Upgrades. The City is currently in the process of selecting a consultant to provide Construction Management/General Contractor services for this project to upgrade two existing fire stations to current seismic standards. Both of these projects have been made possible via grants through the Oregon Emergency Management Department.

In addition to all of the capital projects listed above, Public Works staff is actively involved in several planning efforts. These include the Transportation System Plan, Urban Renewal District Plan, Pine Street Overlay Plan, the Blue Zones effort, and an update to the Water Master Plan to include additional areas.