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**ROSEBURG PUBLIC WORKS COMMISSION AGENDA
THURSDAY, MAY 10, 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
 Ken Hoffine Roger Whitcomb

III. APPROVAL OF MINUTES

A. April 12, 2018

IV. DISCUSSION ITEMS

- A. 2018 Pavement Management Overlay Project – Bid Award Recommendation
- B. Award Recommendation – CM Services for 2018 Pavement Management Program
- C. 2018 Pavement Management Program Slurry Seals – Bid Award Recommendation

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: June 14, 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
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: May 10, 2018
TO: Public Works Commission
FROM: Jim Maciariello, P.E.
VIA: Nikki Messenger, P.E., Public Works Director
**SUBJECT: 2018 Pavement Management Overlay Project
 Bid Award Recommendation - 18W01**

ISSUE STATEMENT AND SUMMARY

The City received bids for the 2018 Pavement Management Overlay Project. The issue for the Commission is whether to forward a recommendation to the City Council to award the contract.

ANALYSIS

The construction bids were advertised on April 4, 2018 and opened on May 2, 2018. The project was bid with multiple schedules. Schedule A includes Edenbower Boulevard from Rennan Street to 100' South of Stewart Parkway and Rennan Street from Edenbower to Stewart Parkway. Schedule B includes Stewart Parkway from Valley View Drive south to address the existing section that was not repaved during last year's reconstruction project. Schedule C includes Stewart Parkway from Harvey to Stewart Park Bridge. Schedule D includes Valley View Drive between Keasey Street and Stewart Parkway.

One bid was received and is shown below.

#	Bidder	Schedule A	Schedule B	Schedule C	Schedule D	Bid Total
1	Knife River Materials	\$ 576,190	\$ 61,784	\$ 104,234	\$ 142,403.50	\$ 884,611.50
	<i>Engineer's Estimate</i>	<i>\$ 631,000</i>	<i>\$ 67,000</i>	<i>129,000</i>	<i>147,000</i>	<i>\$ 974,000</i>

Originally Schedule D was included in the base bid (Schedule A). In order to ensure adequate funding was available, Valley View Drive (Schedule D) was broken out separately. As such, staff believes that the schedules should be prioritized in the following order: Schedule A, D, B, C. This prioritization is demonstrated below:

Base Bid (Sch A)	\$576,190.00
Schedule A + D	\$718,593.50
Schedule A+ D + B	\$780,377.50
All Schedules	\$884,611.50

FINANCIAL CONSIDERATIONS

Design costs associated with this project totaled \$72,411 and will be paid from the current fiscal year budget. The draft FY 18-19 Transportation Fund Capital budget includes \$1,050,000 for the construction of this year's project and the design of next year's project. Total costs to complete Schedules A, B, and D and next year's design are projected below:

Construction (Sch A,B,D)	780,378
Contingency (7.5%)	58,530
Murraysmith CM Services	62,576
ie Engineering RO Services	28,000
Materials & Supplies	20,000
2019 PMP Design (est)	<u>100,000</u>
<i>Total Non-Construction Costs</i>	<i>\$1,049,484</i>

TIMING ISSUES

The Commission's recommendation will be presented to the City Council at the May 14th meeting. If awarded, the Notice to Proceed would be given after execution of the construction contract and no earlier than July 1st. The contractor is allowed 100 days to complete the project.

COMMISSION OPTIONS

The Public Works Commission can provide its recommendation to the City Council to:

1. Award the contract to the lowest responsive bidder, Knife River Materials; or
2. Request additional information; or
3. Reject all bids.

STAFF RECOMMENDATION

The lowest bidder submitted all required documentation and is considered responsive. Money has been budgeted and is available to construct the Schedule A, B, and D of the project. Murraysmith, Inc. has reviewed the bids and recommends awarding to the lowest bidder, Knife River Materials. Staff concurs with this recommendation.

SUGGESTED MOTION

I move to recommend the City Council award Schedules A, B and D of the 2018 Pavement Management Overlay Project to the lowest responsive bidder, Knife River Materials, for \$780,377.50.

ATTACHMENTS

Engineer's letter of recommendation



18-2175

Date: May 3, 2018

Mr. Rick Castle
City of Roseburg
900 SE Douglas Avenue
Roseburg, Oregon 97470

Re: Project No. 18PW01
2018 Pavement Rehabilitation Projects
Engineer's Analysis of Bid Results

Dear Rick,

On May 2, 2018, the City received bids on the above-referenced project. A bid tabulation for the accepted proposal is attached. We have reviewed the bid tabulation and Bid Results form provided by the City and recommend award of the contract to the lowest responsive bidder: LTM, dba: Knife River Materials PO Box 1427 Roseburg, OR 97470. The selection of individual schedules or any combination thereof will be determined by the City of Roseburg based on their available budget. Our estimate for each schedule is as follows: Schedule A: \$631,000, Schedule B: \$67,000, Schedule C: \$129,000, and Schedule D: \$147,000. A Summary of the bid results is as follows:

LTM Incorporated, dba: Knife River Materials	Schedule A Total: \$576,190.00
	Schedule B Total: \$61,784.00
	Schedule C Total: \$104,234.00
	Schedule D Total: \$142,403.50

If you have any questions or need any further information, please do not hesitate to let us know.

Sincerely,

MURRAYSMITH
Chris Link, PE
Senior Engineer

**CITY OF ROSEBURG
MEMORANDUM**



DATE: May 10, 2018

TO: Public Works Commission

FROM: Jim Maciariello, P.E.

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

SUBJECT: Award Recommendation – CM Services for 2018 Pavement Management Program, Project No. 18PW01

ISSUE STATEMENT AND SUMMARY

Staff recently negotiated a proposed scope and fee for limited construction management (CM) services for the 2018 Overlay Project with Murraysmith, Inc. The issue for the Commission is whether to make a recommendation to the City Council to authorize a task order for these CM services.

BACKGROUND/ANALYSIS

On December 8, 2014, Council awarded a Five Year Pavement Management Program engineering contract to Murraysmith (MS). In February 2018, the Council authorized a task order with Murraysmith, Inc. (MS) to provide study and design services required to prepare biddable construction documents for the Pavement Management Program. The design was completed in March 2018. The construction bids were advertised on April 4, 2018 and opened on May 2, 2018.

Considering their role as the design engineer, previous CM experience with the City, qualifications, and availability, staff negotiated directly with MS for the construction management services required for this project. The proposed scope of work includes pre-construction services, request for information support, proposal request and change order preparation, submittal review, preparation of pay requests, limited inspection services, preparation of record drawings, and other miscellaneous services. The intent is to utilize the i.e. Engineering, Inc. for inspection of daytime work including the removal and replacement of ADA ramps and storm drainage work. MS would provide inspection during the nighttime paving work.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The design contract totaled \$72,411. The proposed cost of the construction management contract with MS is \$62,576. Estimated cost for additional RO services through i.e. Engineering, Inc. is \$28,000. Total estimated project costs are outlined in the construction bid award memo.

TIMING ISSUES

If the Commission provides a recommendation to authorize the task order, it will be presented to the City Council at their May 14th meeting. Construction would begin in July. The contractor has 100 days to complete the project.

COMMISSION OPTIONS

The Public Works Commission has the following options:

1. Recommend to the City Council the authorization of a task order for construction management services with Murraysmith for an amount not to exceed \$62,576 or
2. Request additional information; or
3. Recommend not moving forward with the contract, which will require another solution for construction management and may delay the project.

STAFF RECOMMENDATION

Staff recommends that if the Commission recommends awarding the construction contract, that they also recommend authorizing a task order for CM services with Murraysmith for \$62,576.

SUGGESTED MOTION

I move to recommend the City Council authorize a task order with Murraysmith, Inc. for construction management services for the 2018 Pavement Management Overlay Project for an amount not to exceed \$62,576.

ATTACHMENTS

None

**CITY OF ROSEBURG
MEMORANDUM**



DATE: May 10, 2018
TO: Public Works Commission
FROM: Jim Maciariello, P.E.
VIA: Nikki Messenger, P.E., Public Works Director
SUBJECT: 2018 Pavement Management Program Slurry Seals – Bid Award Recommendation – 18PW02

ISSUE STATEMENT AND SUMMARY

The City received bids for the 2018 Pavement Management Program Slurry Seals project on May 1, 2018. The issue for the Commission is whether to forward a recommendation to the City Council to award the construction contract.

BACKGROUND/ANALYSIS

A slurry seal is a very thin layer of aggregate with an asphalt emulsifier applied to a paved surface. Slurry seals are used primarily as preventative maintenance to prolong the life of the paved surface. The following streets are scheduled for slurry seals as part of this project.

<u>Street</u>	<u>Section</u>
Andrea Street	Delridge Avenue to Sunberry Drive
Avery Street	Witherspoon Avenue to Loma Vista
Berdine Street	Harvard Avenue to Sharp Avenue
Center Street	Harvard Avenue to Sharp Avenue
Delridge Avenue	Andrea Street to Troost Street
Hickory Street	Harvard Avenue to Sharp Avenue
Indianola Street	Luellen Drive to Jay Avenue
Jay Avenue	Luellen Drive to Broccoli Drive
Loma Vista Drive	Troost to Parkdale Avenue
Lorraine Avenue	Luellen Drive to Broccoli Drive
Luellen Drive	Harvard Avenue to West End
Rachael Avenue	Almira Street to Keasey Street
Sherwood Avenue	Hazel Street to West End
Sherwood Avenue	Center Street to Hazel Street

The project was designed by in-house staff and advertised for bid on April 3, 2018. Four bids were received on May 1st. The bids are summarized below.

#	Bidder	Total Bid Amount
1	Pave Northwest, Inc.	\$ 99,145.28
2	VSS International, Inc.	\$ 109,000.00
3	Black Line	\$ 101,785.28* <i>corrected</i>
4	Intermountain Slurry Seal, Inc.	\$ 120,552.72
	<i>Engineer's Estimate</i>	\$ 104,711.80

FINANCIAL CONSIDERATIONS

The remaining project costs are estimated below. The draft FY 18-19 Transportation Fund Materials & Services budget includes \$150,000 to complete this project. Total project costs are estimated below.

Construction	\$ 99,145
Contingency (10% of const.)	\$ 9,915
Materials & Supplies	<u>\$ 15,000</u>
<i>Total Estimated Costs</i>	<i>\$124,060</i>

TIMING ISSUES

If the Commission recommends award, the bid results will be presented to the City Council at their May 14th meeting. This project is budgeted in FY 18-19 so the Notice to Proceed (NTP) will not be issued until July 1st. The contractor is allowed 60 calendar days to complete the project.

COMMISSION OPTIONS

The Public Works Commission can provide its recommendation to the City Council to:

1. Award the contract to the lowest responsive bidder, Pave Northwest, Inc., or
2. Request additional information; or
3. Reject all bids.

STAFF RECOMMENDATION

The lowest bidder submitted all required documentation and is considered both responsive and responsible. Money has been budgeted and is available. Therefore, staff recommends award to the lowest responsible bidder, Pave Northwest, Inc.

SUGGESTED MOTION

I move to recommend the City Council award the 2018 Pavement Management Program Slurry Seals Project to the lowest responsible bidder, Pave Northwest, Inc. for \$99,145.28.

ATTACHMENTS

None