

**CITY OF ROSEBURG
PUBLIC WORKS COMMISSION MEETING
APRIL 8, 2021
MINUTES**

CALL TO ORDER: The meeting of the City of Roseburg Public Works Commission was called to order at 3:32 p.m. Thursday, April 8, 2021 electronically via Zoom in Roseburg Oregon.

ROLL CALL: Present: Chair Bob Cotterell, Commissioners, Pat Lewandowski, Ken Hoffine, John Seward, Stuart Liebowitz and Roger Whitcomb (joined 3:36)

Absent: Commissioners Vern Munion, Fred Dayton, and Noel Groshong

Others Present:

Attending Staff: City Manager Nikki Messenger, Public Works Director Brice Perkins, Design and Construction Manager Ryan Herinckx, City Civil Engineer Daryn Anderson, Public Works Staff Assistant Kandi Leroue, and Department Technician Chanelle Rogers

APPROVAL OF MINUTES: Commissioner Lewandowski moved to approve the minutes of the March 11, 2021 Public Works Commission meeting. Motion was seconded by Commissioner Seward and approved with the following vote: Chair Cotterell, Commissioners Lewandowski, Seward, Hoffine, and Liebowitz voted yes. No one voted no.

DISCUSSION ITEMS:

Stewart Parkway Bridge End Panel Repair Project Bid Award Recommendation – 19PW10:

Perkins informed the City contracted with OBEC Engineers in March of 2019 for the design of repairs to address defective joints on the Stewart Parkway Bridge end panels and to address settlement of the approach sidewalks adjacent to the bridge. Perkins said the project was originally bid in June of 2020 and the bids were subsequently rejected. The project was re-advertised for construction bids March 2021 and four bids were received with HP Civil Inc. being low bidder at \$343,739.25. Perkins stated that due to the timing of this project some of the work will be done in the next fiscal year. Commissioner Lewandowski asked what the end panel repair is. Perkins said it is the joint has separated from the edge of the bridge. Chair Cotterell asked if the City has worked with this contractor in the past. Herinckx said not that he was aware of but they look like a pretty large company that is focused on bridge work. Commissioner Seward questioned if the bridge would be shut down to do the work. Herinckx replied southbound traffic will be allowed across the bridge but the northbound will be rerouted to I-5. Commissioner Seward questioned how long it will take. Herinckx stated the contract allows for that traffic change for 30 days. Chair Cotterell inquired if traffic would be allowed to use Stewart Park Dr. Herinckx feels people will use that route but the detour will be for I-5. Commissioner Lewandowski asked if had to go with the low bidder. Chair Cotterell said yes have to go with the lowest responsible bidder. Discussion ensued regarding low bidder selection. Commissioner Whitcomb questioned why such a difference between the engineers estimate and the low bidder. Herinckx said staff used the same estimate as when it bid in June 2020 and the price of concrete has gone up since then. Chair Cotterell questioned if this project would include any widening for future expansion. Perkins said that will not be a part of this project.

MOTION: Commissioner Seward moved to forward a recommendation to the City Council to award the Stewart Parkway Bridge End Panel Repair Project to the lowest responsible bidder, HP Civil Inc. for \$343,739.25. Motion was seconded by Commissioner Liebowitz and approved with the following vote: Chair Cotterell, Commissioners Lewandowski, Seward, Hoffine, Whitcomb and Liebowitz voted yes. No one voted no.

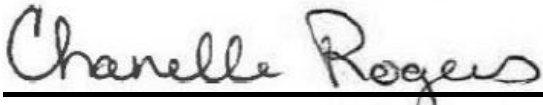
AUDIENCE PARTICIPATION: None

INFORMATIONAL ITEMS: None

BUSINESS FROM THE COMMISSION: Commissioner Lewandowski questioned if the curbs on the islands at NE Stephens and Winchester Streets could be painted yellow. Herinckx said he would look into it. Chair Cotterell informed that he has asked City Council to have staff look into finding a funding source for a commercial sidewalk rehab program similar to the residential program. Messenger said staff talked about it and it will require a funding mechanism so staff will have to look at options to generate the funds.

NEXT MEETING DATE: May 13, 2021

ADJOURNMENT: Meeting adjourned at 3:55 p.m.

A handwritten signature in cursive script that reads "Chanelle Rogers". The signature is written in black ink and is positioned above a horizontal line.

Chanelle Rogers, Public Works Department Technician

**CITY OF ROSEBURG
MEMORANDUM - REVISED**



DATE: May 13, 2021
TO: Public Works Commission
FROM: Brice Perkins, PE, Public Works Director
SUBJECT: **Lincoln Street Pavement Improvements Project
Bid Award Recommendation - 21PW01 PH-2**

ISSUE STATEMENT AND SUMMARY

The City received a bid for the Lincoln Street Pavement Improvements Project on May 4, 2021. The issue for the Commission is whether to forward a recommendation to the City Council to award the construction contract.

BACKGROUND/ANALYSIS

The pavement rehabilitation work will include an asphalt grind and inlay on Lincoln Street from Sunset Street to Malheur Avenue, approximately 3,300 feet in length. The project will also include road base rehabilitation at the intersections with Rocky Ridge Drive and Junker Avenue as well as utility trench restoration.

The construction bid documents were advertised on April 13, 2021 and were opened on May 4, 2021.

One bid was received and is summarized below:

| No. | Bidder | Total Bid Amount |
|-----|----------------------------|---------------------|
| 1 | Knife River Materials | \$427,890.50 |
| | <i>Engineer's Estimate</i> | <i>\$436,189.00</i> |

FINANCIAL CONSIDERATIONS

The draft FY 21-22 Transportation Fund budget includes \$1,200,000 for design and construction of overlay projects. Total project costs are estimated below.

| | |
|---------------------------------------|----------------------|
| Construction | \$ 427,890.50 |
| Contingency (10% of const.) | \$ 42,789.05 |
| <u>Engineering Construction Svcs.</u> | <u>\$ 16,092.00</u> |
| <i>Total Estimated Costs</i> | <i>\$ 486,771.55</i> |

TIMING ISSUES

If the Commission recommends award, the bid result will be presented to the City Council at their May 24, 2021 meeting. This project is budgeted in FY 21-22 so the Notice to Proceed (NTP) will not be issued until after July 1, 2021. The contractor is allowed 72 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, Knife River Materials for \$427,890.50; 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. Funds have been budgeted for this project. Therefore, staff recommends awarding the project to the lowest responsible bidder, Knife River Materials for \$427,890.50.

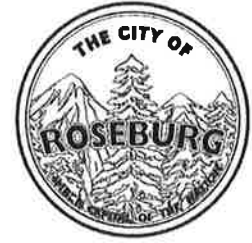
SUGGESTED MOTION

I move to recommend the City Council award the Lincoln Street Pavement Improvements Project to the lowest responsible bidder, Knife River Materials for \$427,890.50.

ATTACHMENTS

None

**CITY OF ROSEBURG
MEMORANDUM**



DATE: May 13, 2021
TO: Public Works Commission
FROM: Brice Perkins, PE, Public Works Director
SUBJECT: 2021 Pavement Management Program Slurry Seals – Bid Award Recommendation – 21PW02

ISSUE STATEMENT AND SUMMARY

The City received bids for the 2021 Pavement Management Program Slurry Seals project on May 5, 2021. 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 an existing pavement. 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> |
|-----------------|---|
| ALTAMONT ST W | W MILITARY AVE to W BROWN AVE |
| ANN AVE W | W NEBO ST to W FAIRHAVEN ST |
| BALLF ST W | W MYRTLE AVE to W BROWN AVE |
| BROWN AVE W | FAIRHAVEN ST (WEST INT) to Wharton St |
| BROWN AVE W | W WHARTON ST to W MILITARY AVE |
| FAIRHAVEN ST W | W MYRTLE AVE to W HARVARD AVE |
| FAIRMOUNT ST NW | NW GARDEN VALLEY BLVD to NW CECIL AVE |
| FAIRMOUNT ST NW | NW CECIL AVE to NW STEWART PKWY |
| FAIR ST W | 115 FT S. OF BRADFORD AVE to W BRADFORD AVE |
| FAIR ST W | W HARVARD AVE to 115 FT S. OF BRADFORD AVE |
| FROMDAHL DR W | W MILITARY AVE to W PILGER ST |
| HAZEL ST W | W SHERWOOD AVE to W SHARP AVE |
| HAZEL ST W | W SHARP AVE to DEAD END N. OF SHARP AVE |
| MYRTLE AVE W | W NEBO ST to W FAIRHAVEN ST (WEST INT) |
| MYRTLE AVE W | FAIRHAVEN ST (WEST INT) to W BALLF ST |
| SILVER CT W | FROMDAHL DR W to END |
| WHARTON ST W | W MYRTLE AVE to W BROWN AVE |
| WHARTON ST W | W BROWN AVE to W HARVARD AVE |
| Total | 2.2 miles |

The project was advertised for bid on April 14, 2021. Three bids were received and are summarized below.

| # | Bidder | Total Bid Amount |
|---|----------------------------|---------------------|
| 1 | Pave Northwest, Inc. | \$ 82,445.35 |
| 2 | VSS International, Inc. | \$ 92,325.00 |
| 3 | Intermountain Slurry Seal | \$105,105.00 |
| | | |
| | <i>Engineer's Estimate</i> | <i>\$105,751.85</i> |

FINANCIAL CONSIDERATIONS

The draft FY 20-21 Transportation Fund Materials & Services budget includes \$150,000 to complete this project. Total project costs are estimated below.

| | |
|---------------------------------|---------------------|
| Construction | \$ 82,445.35 |
| Contingency (10% of const.) | \$ 8,244.53 |
| <u>Materials & Supplies</u> | <u>\$ 7,000.00</u> |
| <i>Total Estimated Costs</i> | <i>\$ 97,689.88</i> |

TIMING ISSUES

If the Commission recommends award, the bid results will be presented to the City Council at their May 24, 2021 meeting. This project is budgeted in FY 21-22 so the Notice to Proceed (NTP) will not be issued until after July 1, 2021. 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. for \$82,445.35; 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. Funds have been budgeted for this project. Therefore, staff recommends awarding the project to the lowest responsible bidder, Pave Northwest, Inc. for \$82,445.35.

SUGGESTED MOTION

I move to recommend the City Council award the 2021 Pavement Management Program Slurry Seals Project to the lowest responsible bidder, Pave Northwest, Inc. for \$82,445.35.

ATTACHMENTS

None