



ROSEBURG PUBLIC WORKS COMMISSION AGENDA
WEDNESDAY, NOVEMBER 10, 2021
3:30 Regular Meeting

4
11-4-2021

Electronic Meeting

Public Access: www.Facebook.com/CityofRoseburg

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.

NOTE: Date Change

I. CALL TO ORDER

II. ROLL CALL:

<u>Chair:</u>	Bob Cotterell		
<u>Commissioners:</u>	Ken Hoffine	Stuart Liebowitz	Noel Groshong
	John Seward	Vern Munion	Fred Dayton
	Pat Lewandowski	Roger Whitcomb	

III. APPROVAL OF MINUTES

A. October 14, 2021

IV. DISCUSSION ITEMS

A. Task Order Award Recommendation – 2022 Pavement Management Project – Overlays – 22PW01

AUDIENCE PARTICIPATION – Comments can be provided via email to the Commission at pwd@cityofroseburg.org or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg **prior to 12:00 pm on Wednesday, November 10, 2021.** Comments must include the person's name and address for the record. The Commission reserves the right to delay any action requested until they are fully informed on the matter.

V. INFORMATIONAL

VI. BUSINESS FROM THE COMMISSION

VII. NEXT MEETING DATE:

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
OCTOBER 14, 2021
MINUTES**

CALL TO ORDER: The meeting of the City of Roseburg Public Works Commission was called to order at 3:35 p.m. Thursday, October 14, 2021 electronically via Zoom in Roseburg Oregon.

ROLL CALL: Present: Commissioners Stuart Liebowitz, Pat Lewandowski, Ken Hoffine, Noel Groshong, and Roger Whitcomb

Absent: Chair Bob Cotterell, Commissioners Fred Dayton, John Seward, and Vern Munion

Others Present: None

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 Street, and Department Technician Chanelle Rogers

APPROVAL OF MINUTES: Commissioner Whitcomb moved to approve the minutes of the August 12, 2021 Public Works Commission meeting. Motion was seconded by Commissioner Hoffine and approved with the following vote: Commissioners Liebowitz, Hoffine, Lewandowski, Whitcomb, and Groshong voted yes. No one voted no.

DISCUSSION ITEMS:

Flexible Maintenance Services Intergovernmental Agreement: Perkins informed staff has recently negotiated an Intergovernmental Agreement (IGA) with Douglas County for Flexible Maintenance Services. The agreement provides the City and County with the ability to make available to each other, vehicles, equipment, machinery, materials and related items and/or services. Perkins said establishing an agreement like this allows for services to be available should the need arise. Perkins stated the IGA allows each entity to be compensated based on the services or equipment provided at each agency's established rates. The total cost for any single request for service shall not exceed \$150,000 and the total cost shall not exceed \$500,000 over the five year term. Commissioner Whitcomb questioned if the City has had this type agreement with the County in the past. Perkins said this is a new contract and format that he has been working on for some time and has had both organizations attorneys review the agreement. Messenger said there have been agreements that were mutual aid and agreements that allowed for using their staff for some projects, but haven't had an agreement for some time. Commissioner Lewandowski asked for clarification on the amounts allowed. Perkins said any single request can't be over \$150,000 but no more than \$500,000 in the five years. Discussion ensued regarding the limit amounts.

MOTION: Commissioner Lewandowski moved to recommend adding an amendment clause to the agreement should we approach the \$500,000 limit in the five years. Dies for lack of second.

MOTION: Commissioner Whitcomb moved to forward a recommendation to the City Council to authorize execution of a Flexible Maintenance Services Intergovernmental Agreement with Douglas County. Motion was seconded by Commissioner Hoffine and approved with the following vote: Commissioners Liebowitz, Hoffine, Whitcomb, and Groshong voted yes. Commissioner Lewandowski voted no, as he doesn't feel the agreement is complete.

Water Treatment Plant Standby Generator Project No. 20WA03 Construction Bid

Recommendation: Perkins informed in August 2020 a contract was awarded to RH2 Engineering Inc. to provide consulting services for analysis, design, bidding, and construction management services for the installation of two standby generators, one at the Water Treatment Plant and the second at Reservoir Hill. The project also includes the installation of generator receptacles at five booster pump stations and the purchase of up to two portable generators. Perkins stated four bids were received with Kronsberg Electric, Inc. out of Redmond being the low bidder. The project was split into three separate schedules for bidding, Schedule A is essentially all of the work, and Schedule B and C are the two identical generators. The reason it was bid this way was to allow an option to purchase one, two, or none of the portable generators depending on the budget. Perkins stated the project did come in above the engineer estimate which was not unexpected, due to material cost and supply chain issues. Commissioner Whitcomb questioned what the maintenance schedule will be for the generators to make sure they work when needed, he also inquired what type of fuel will be used to run them. Perkins stated they will be fueled by diesel and as far as maintenance they will be exercised routinely to keep in working order. Commissioner Whitcomb inquired how portable are the two generators. Perkins informed they are trailer mounted and can also be used for other situations if needed. Commissioner Lewandowski asked if the portables could be up and running before the two main ones are operable. Perkins said it is up to the contractor to supply those, staff can ask the contractor to supply those as soon as they are available. Herinckx also stated staff has been told by the contractor that the smaller generators are taking longer to acquire. Discussion ensued regarding the funding and budget.

MOTION: Commissioner Lewandowski moved to forward a recommendation to the City Council to award the Water Treatment Plant Standby Generator Project to the low bidder, Kronsberg Electric Inc., for \$2,356,440.00, subject to contractor receiving pre-qualification from ODOT. Motion was seconded by Commissioner Whitcomb and approved with the following vote: Commissioners Liebowitz, Hoffine, Lewandowski, Whitcomb, and Groshong voted yes. No one voted no.

AUDIENCE PARTICIPATION: None

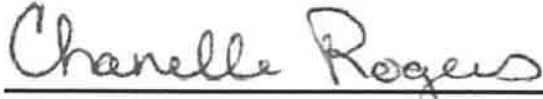
INFORMATIONAL ITEMS: Herinckx reported that since the August meeting three projects have been completed; the Slurry Seals project, ADA ramps on Lincoln St project, and the Harrison Storm Drain project. The total bid on those three projects was just under \$474,000 and completed them for \$454,000 so came in about 4% under bid. Herinckx gave update on multiple projects that are still in progress or getting ready to start. Herinckx informed i.e Engineering is currently designing an ADA project that will include replacing 14 ramps on SE Stephens St. and Pine St. in the Rice St. area. Working on scope with Century West for next year's pavement management project which will be on Stephens St. from Diamond Lake Blvd. to Garden Valley Blvd. This will include approximately replacing 30 ADA ramps along that section of roadway.

BUSINESS FROM THE COMMISSION: Commissioner Whitcomb asked if staff knew when ODOT would be done with the paving project on 15. Perkins has not heard from ODOT on that project. Commissioner Lewandowski questioned if there had been any update from the railroad regarding the Edenbower crossing. Perkins said they have planned a project to replace the Mosher St. crossing in spring of 2022 and Edenbower is scheduled for spring of 2023. Commissioner Lewandowski said the new speed radar signs on Lincoln are great but he is concerned the cars still speed up when going up Garden Valley Blvd towards Coastal. He would like to see some warning signs or speed limit signs with flashing lights to get people to slow down. Perkins would need to see if there is already a speed limit sign and if there is then it would be an enforcement issue. Perkins said what is most effective is the speed radar signs like what has just recently been installed. Commissioner Lewandowski asked if the words Slow

Down could be painted on the street. Messenger said no can't paint the street as there are standards that have to be followed. Commissioner Lewandowski doesn't feel that the residents that live in the area should have to put out the slow down signs since it is a public street. Commissioner Groshong said the residents have had the signs out for many years and also one of the motorcycle traffic officers has been out on Lincoln since the new speed radar signs have been put in and has been pulling over multiple vehicles.

NEXT MEETING DATE: TBD

ADJOURNMENT: Meeting adjourned at 4:24 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**



DATE: November 8, 2021

TO: Public Works Commission

FROM: Ryan Herinckx

VIA: Brice Perkins, P.E., Public Works Director

SUBJECT: **Task Order Award Recommendation
2022 Pavement Management Project – Overlays – 22PW01**

ISSUE STATEMENT AND SUMMARY

The Transportation Improvement Fund includes funding for pavement management projects. The issue for the Commission is whether to make a recommendation to approve a task order for design services under the master agreement.

BACKGROUND/ANALYSIS

On September 23, 2019, Council awarded a Five Year Pavement Management Program engineering contract to Century West Engineering with the understanding that each task order would be negotiated based on the work to be accomplished. The Five Year Pavement Maintenance Plan was approved by Council at their August 23, 2021 meeting. The plan identifies the following pavement rehabilitation project.

- NE Stephens Street from 640 ft north of Diamond Lake Boulevard to Huntley Street.
- NE Stephens Street from Huntley Street to Garden Valley Boulevard.
- NE Stephens Street from Garden Valley Boulevard to Alameda Avenue.

The scope of services for the current task order provides complete study and design services required to prepare biddable construction documents. The proposed services consist of the following:

- Core sample evaluation
- Geotechnical Investigation
- Traffic Control Plans
- Pedestrian accessible route design
- Signing and striping
- Drawing development, specifications, biddable contract documents, and services during bidding of the ADA curb ramp and pavement maintenance projects.
- Provide National Highway System project summary report to the State.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The proposed cost of the task order is \$123,629. Money is available in the current budget to proceed with the design of this project. Construction of the ADA curb ramps is planned

to occur in FY 21/22 with the grind and inlay pavement maintenance in FY 22/23. The estimated construction cost of the project is \$1,438,222.

TIMING ISSUES

If the Commission provides a recommendation to award the contract, it will be presented to the City Council at their December 13, 2021 meeting. It is staff's intent to bid the ADA ramp construction phase of the project in early 2022 and the grind and inlay phase early summer 2022.

COMMISSION OPTIONS

The Public Works Commission has the following options:

- a. Recommend to the City Council the award of the task order to Century West Engineering for an amount not to exceed \$123,629; or
- b. Request additional information; or
- c. Recommend that the City Council not award the task order and not move forward with the project at this time.

STAFF RECOMMENDATION

Money has been budgeted and is available to proceed with design of this year's overlay projects. Staff recommends that this task order be awarded to Century West Engineering for the design of the 2022 overlay project.

SUGGESTED MOTION

I move to recommend to City Council the award of a task order for the 2022 Pavement Rehabilitation design services to Century West Engineering, for an amount not to exceed \$123,629.

ATTACHMENT

None