

## ROSEBURG PUBLIC WORKS COMMISSION AGENDA THURSDAY, OCTOBER 12, 2023 3:30 Regular Meeting



In Person at Roseburg City Hall, Council Chambers

Public Access: Facebook Live at 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.

#### I. CALL TO ORDER

II. ROLL CALL:

Chair:

Ellen Porter

Commissioners:

Ken Hoffine

Stuart Liebowitz

Roger Whitcomb

John Seward

Fred Dayton

Brandon Pearsall

Pat Lewandowski

Tim Swenson

#### III. APPROVAL OF MINUTES

A. July 13, 2023

#### IV. DISCUSSION ITEMS

- A. Intergovernmental Agreement with Oregon Department of Transportation for All Roads Transportation Safety Project.
- B. Water Treatment Plant Standby Generator Amendment #1 to Consulting Services Contract 20WA03

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. Comments can be provided via email to the Commission at <a href="mailto:pwd@cityofroseburg.org">pwd@cityofroseburg.org</a> or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg <a href="prior to 12:00">prior to 12:00</a> pm on Thursday, October 12, 2023. 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

A. Project Updates

#### VI. BUSINESS FROM THE COMMISSION

VII. NEXT MEETING DATE: November 9, 2023

#### VIII. ADJOURNMENT

## \* \* \* AMERICANS WITH DISABILITIES ACT NOTICE \* \* \*

Please contact the City Administration Office at least 48 hours prior to the scheduled meeting time if you need accommodations in accordance with the Americans with Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

# CITY OF ROSEBURG PUBLIC WORKS COMMISSION MEETING JULY 13, 2023 MINUTES

<u>CALL TO ORDER</u>: The meeting of the City of Roseburg Public Works Commission was called to order at 3:30 p.m. Thursday, July 13, 2023 in the City Hall Council Chambers, Roseburg, Oregon.

<u>ROLL CALL: Present: Chair Ellen Porter, Commissioners Fred Dayton, Roger Whitcomb, Pat Lewandowski, Stuart Liebowitz, John Seward, Tim Swenson and Brandon Pearsall</u>

Absent: Ken Hoffine

Others Present: None

Attending Staff: Public Works Director Dawn Easley, Design and Construction Manager Ryan Herinckx, and Public Works Department Technician Chanelle Rogers

<u>APPROVAL OF MINUTES</u>: Commissioner Dayton moved to approve the minutes of the June 8, 2023 Public Works Commission meeting. Motion was seconded by Commissioner Lewandowski and approved with the following vote: Chair Porter, Commissioners Dayton, Whitcomb, Lewandowski, Liebowitz, Seward, Swenson, and Pearsall. No one voted no.

#### **DISCUSSION ITEMS**:

**24-Inch Transmission Main Isabell to Newton Creek Road, Construction Bid Recommendation** – **22WA11**: Easley informed this is the third phase of the Transmission Main replacement project. This phase is from Isabell Avenue to Newton Creek Road and consists of replacing approximately 4,120 linear feet of 20-inch O.D. Steel water main installed circa 1934 with 24-inch ductile iron water main. The project was advertised for bid on June 6, 2023 and one bid was received from Cradar Enterprises, Inc. for \$4,009,236.00, which was lower than the engineer estimate. Easley stated the contract allows 210 calendar days to complete all work and includes a pause in work during winter months from November 1<sup>st</sup> to March 4<sup>th</sup>. The final completion date of October 31, 2024. Commissioner Lewandowski questioned if this was a continuation of the project that was just completed on NE Stephens by Costco. Easley replied that it was. Discussion ensued regarding how many stages there are for this project. Herinckx stated staff is requiring the project to be done at night to lessen the impact to the public.

**MOTION:** Commissioner Lewandowski moved to forward a recommendation to the City Council to award the 24-inch Trasmissin Main from Isabell Avenue to Newton Creek Road to the low bidder, Cradar Enterprises, Inc. for the amount to \$4,009,236.00. Motion was seconded by Commissioner Seward and approved with the following vote: Chair Porter, Commissioners Dayton, Whitcomb, Lewandowski, Liebowitz, Seward, Swenson, and Pearsall. No one voted no.

<u>24-Inch Transmission Main Isabell to Newton Creek Road, Task Order No. 6, CM Services – 22WA11:</u> Easley informed staff was looking to authorize a task order for Construction Management (CM) Services for Phase 3 of the 24-Inch Transmission Main project. Staff has negotiated with Consor for task order No. 6 to include CM services for Phase 3 at a cost not to exceed \$133,887.00. Commissioner Seward questioned how often when there is a price not to exceed does it get close to that limit. Herinckx stated usually it comes in under the not to exceed limit.

**MOTION:** Commissioner Seward moved to recommend the City Council authorize Task Order No. 6 with Consor for construction management services for the 24-Inch transmission Main from Isabell Avenue to Newton Creek Road for an amount not to exceed \$133,887.00. Motion was seconded by Commissioner Whitcomb and approved with the following vote: Chair Porter, Commissioners Dayton, Whitcomb, Lewandowski, Liebowitz, Seward, Swenson, and Pearsall. No one voted no.

<u>Recommendation – 23PW12:</u> Easley informed the City received construction bids for the Storm Pipe Rehabilitation Alameda and Church Avenue project. Easley stated this is an ongoing project addressing the issues of the storm pipes that are prematurely corroding out the bottom. This project consists of rehabilitation of approximately 856 linear feet of 36-inch diameter and 1979 linear feet of 42-inch diameter storm pip utilizing cured-in-place-pipe. Staff received six bids on June 29, 2023 with Allied Trenchless being low bidder with a bid of \$895,610.00, which was significantly lower than the engineer estimate. Chair Porter questioned why Allied Trenchless bid was so much lower. Herinckx stated this company just completed the current project that allowed them to look at this proposed job site, so feel they had some hands on information. Commissioner Swenson asked what the anticipated time frame for this project once they get started. Herinckx said it should take about one month, if the project required replacing the entire pipe it would take all summer.

**MOTION:** Commissioner Seward moved to recommend the City Council award the Storm Pipe Rehabilitation Alameda and Church Avenue Project to the lowest responsible bidder, Allied Trenchless for \$895,610.00. Motion was seconded by Commissioner Pearsall and approved with the following vote: Chair Porter, Commissioners Dayton, Whitcomb, Lewandowski, Liebowitz, Seward, Swenson, and Pearsall. No one voted no.

<u>Equipment Purchase – Vacuum Excavator Trailer Mounted:</u> Easley informed the Water Transmission Division is budgeted to purchase a Trailer Mounted Vacuum Excavator. This equipment provides a more efficient way to excavate the site to maintain thee assets. Currently the City has one trailer mounted vacuum excavator that has served its useful life. Commissioner Whitcomb questioned what the life span was for the one we currently have. Easley said she thought it was nine years. She also mentioned they get more expensive to maintain, as they get older.

**MOTION:** Commissioner Pearsall moved to recommend the City Council authorize the purchase of a Ditch Witch HX50 vacuum excavator from Ditch Witch West Portland through the Sourcewell cooperative purchasing agreement for \$120,547.50. Motion was seconded by Commissioner Liebowitz and approved with the following vote: Chair Porter, Commissioners Dayton, Whitcomb, Lewandowski, Liebowitz, Seward, Swenson, and Pearsall. No one voted no.

Hwy 138 Water Line Replacement Amendment #1 Consulting Service Contract – 22WA16: Easley informed that in 2022 Keller Associates, Inc. was awarded a Consulting Services Contract for the HWY 138 Water Line Replacement, which includes replacing approximately 3,300 feet of existing 8-inch main with an 18-inch water main. During the early design process Lumen a fiber optic company was negligent in performing pre-survey utility locate requests. They were closing out utility locate requests without marking their utilities. Multiple emails and calls were sent to try to rectify the matter but Lumen's lack of locating resulted in a utility conflict that caused the City to request realignment of the water line project at 80 percent design completion. Chair Porter questioned if the City has received any damages from Lumen. Easley said the City Attorney is looking into the issue. Discussion ensued regarding the lines not being located. Commissioner Swenson asked if the additional funds were due to needing to resurvey the area. Herinckx stated it was because the original survey didn't include going out to the median. Commissioner Swenson feels the engineer should of caught the issue, they should have been checking the ground to

make sure it had been marked.

**MOTION:** Chair Potter moved to recommend City Council to approve Amendment No. 1 to the consulting services contact for Highway 138 Water Main Replacement to Keller Associates Inc., for an amount not to exceed \$28,530. Motion was seconded by Commissioner Seward and approved with the following vote: Chair Porter, Commissioners Dayton, Lewandowski, and Liebowitz voted yes. Commissioners Whitcomb, Pearsall, and Swenson voted no.

#### **AUDIENCE PARTICIPATION:** None

INFORMATIONAL ITEMS: Herinckx went over a list of project updates. Commissioner Whitcomb questioned how long with the switch over take at the Water Treatment Plant. Herinckx stated it should be one day. Staff has requested it to not be shut down for longer than eight hours; Pacific Power thinks they can complete it in about six hours. Commissioner Lewandowski asked if staff had any update from the railroad regarding the crossing at Edenbower. Herinckx said he will reach out to the railroad to get an update. Commissioner Dayton inquired if the City does a regular study on the water system and fire protection for the City. Herinckx stated that when new water mains are installed typically there is also new hydrants. Herinckx also said that about every four years the City is audited by a company that does national rating. They look at all aspects of responding to a fire, which includes number of hydrants, fire stations, and number of fire personal.

BUSINESS FROM THE COMMISSION: Commissioner Dayton asked if the City had any shovel ready projects that are not currently funded. Herinckx said the one project he can think of is the Douglas Avenue project, we are just waiting for funding. Commissioner Dayton feels the City needs to have projects ready just in case there are some funds that become available due to political strategies like has happened in the past during presidential campaigns. Commissioner Lewandowski inquired why there aren't any bike racks in the downtown area. Herinckx stated that when the intersections were redesigned bike racks were installed, they just don't look like traditional ones.

**NEXT MEETING DATE: August 10, 2023** 

ADJOURNMENT: Meeting adjourned at 4:42 pm.

Chanelle Rogers, Public Works Department Technician

# CITY OF ROSEBURG MEMORANDUM



DATE:

October 12, 2023

TO:

**Public Works Commission** 

FROM:

Dawn Easley

SUBJECT:

Intergovernmental Agreement with Oregon Department of Transportation for All Roads Transportation Safety Project

#### ISSUE STATEMENT AND SUMMARY

The City has received a grant to construct traffic safety improvements. The issue for the Commission is whether to recommend that the City Council authorize the City Manager to execute an Intergovernmental Agreement (IGA) with the Oregon Department of Transportation (ODOT) to proceed with the project.

#### **BACKGROUND/ANALYSIS**

The ODOT All Roads Transportation Safety (ARTS) program is designed to address safety needs on all public roads in Oregon with the primary goal to reduce fatal and serious injury crashes. The ARTS program prioritizes hotspot and systemic needs using a data driven approach based on benefit cost analysis.

The City of Roseburg grant application addressed systemic needs at various signalized intersections; and bicycle/pedestrian needs on Harvard Avenue and on Edenbower Boulevard. The projects would include converting permissive left turns to flashing yellow arrow left turns, adding signal heads, additional reflectorized back plates, bike/pedestrian signal upgrades, and installation of Rectangular Rapid Flashing Beacons at two locations.

#### FINANCIAL/RESOURCE IMPACTS

The total budget level estimate of the project is \$1,476,719.20. The ARTS funding will cover \$1,342,472.00. The match funding estimate of \$ 134,247.20 is being programmed in the Sidewalk/Streetlight/Signal and/or Fund. The grant funds are for the 2024-2027 funding cycle. The City will need to budget the matching funds at that time.

#### **TIMING ISSUES**

Staff would like to negotiate and execute the IGA as quickly as practical. Design work is tentatively scheduled to begin in the fall of 2024.

#### **COMMISSION OPTIONS**

The Commission has the following options:

- 1) Make a recommendation that the City Council authorize the City Manager to execute an IGA with ODOT to proceed with the project; or
- 2) Request additional information; or
- 3) Recommend that the City Council not authorize the City Manager to execute an IGA with ODOT to proceed with the project at this time.

#### STAFF RECOMMENDATION

Staff recommends that the Commission forward a recommendation to the City Council to authorize the City Manager to execute an IGA with ODOT to complete the ARTS project for safety traffic improvements.

#### SUGGESTED MOTION

I move to recommend that the City Council authorize the City Manager to execute an IGA with ODOT to complete the ARTS project safety traffic improvements.

#### **ATTACHMENTS**

None

# CITY OF ROSEBURG MEMORANDUM

DATE:

October 12, 2023

TO:

**Public Works Commission** 

FROM:

Dawn Easley, Public Works Director

SUBJECT:

Water Treatment Plant Standby Generator Amendment Number 1 to

**Consulting Services Contract – 20WA03** 

#### **ISSUE STATEMENT AND SUMMARY**

Material supply chain issues and delivery delays during the COVID 19 pandemic increased generator delivery times from an anticipated 2 months to 18 months. This delay increased project management hours and necessary site visits by RH2 Engineering, Inc. The issue for Commission is whether to recommend Council to authorize Amendment No. 1 to the consulting services contract.

#### **BACKGROUND/ANALYSIS**

In August 2019, the City contract with RH2 Engineering Inc. to complete a study evaluating options for standby power at the Water Treatment Plant and other critical water facilities throughout the City. The results of that study were presented to the Public Works Commission at their February 3, 2020 meeting. The Commission discussed three alternatives presented in the report and forwarded a recommendation to the City Council to proceed with option #2, which included permanent standby power at the treatment plan and reservoir hill, generator receptacles at five pump station locations, and two portable 150 KW generators.

On August 24, 2020 the City Council awarded a Consulting Services Contract to RH2 Engineering Inc. to provide consulting services for analysis, design, bidding, and construction management services for the project.

On October 25, 2021 the City Council awarded the construction contract to Kronsberg Electric, Inc. The contractor ordered the generators and switch gear in December of 2021 with an expected delivery in the spring of 2022. Due to the COVID 19 pandemic, delivery confirmation of the generators and switch gear repeatedly were delayed. The generator for the water treatment plant was delivered in October of 2022 and the generator for reservoir hill arrived in late May of 2023.

In May of 2023, the City was informed by Pacific Power that the new transformer that was ordered for Water Treatment Plant in August of 2022 had not arrived and was not expected until August of 2023. This forced the startup and commissioning of the Water Treatment Plant generator until the fall. Plant production volumes historically drop off in late September to levels that staff felt comfortable turning the power off to the plant the final wiring and service installation.



In June, the contractor had completed installation of the generator on reservoir hill, installed the manual transfer switches to 5 booster pump stations and delivery the 2 trailer mounted generators. City staff requested RH2 Engineering make an additional trip to commission these generators so they were available for use during the summer fire season.

The additional construction management costs are attributed to delays in receiving materials during the COVID 19 pandemic. This added to the anticipated hours of project management, submittal reviews, project meetings and trips to startup and commission operational generators.

#### FINANCIAL CONSIDERATIONS

On October 25, 2021 the City Council approved a total construction cost amount of \$2,602,086 which included \$68,913 for construction management support and \$176,733 in contingency. There are no anticipated change orders for the construction portion of the project leaving the full \$176,733 in contingency available. The proposed amendment to the consulting contract is \$34,211.

#### **TIMING ISSUES**

Final wiring between the generator, automatic transfer switch and the power utility will take place on October 25, 2023. Startup, commissioning and testing of the generator and control system will begin on October 30, 2023. This amendment is necessary to cover additional costs with this startup and commissioning.

#### **COMMISSION OPTIONS**

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

- 1. Authorize Amendment No. 1 to RH2 Engineering, Inc. for an amount not to exceed \$34,211; or
- 2. Request additional information.

#### STAFF RECOMMENDATION

Staff recommends the Commission recommend to Council the approval of Amendment No. 1 to the consulting services contract for the Water Treatment Plant Standby Generator to RH2 Engineering, Inc., for an amount not to exceed of \$34,211.

#### SUGGESTED MOTION

I move to recommend City Council approve Amendment No. 1 to the consulting services contract for the Water Treatment Plant Standby Generator to RH2 Engineering, Inc. for \$34,211.

#### **ATTACHMENTS**

None

# CITY OF ROSEBURG MEMORANDUM

DATE:

October 12, 2023

TO:

**Public Works Commission** 

FROM:

Ryan Herinckx

SUBJECT:

**Project Updates** 

The following is a brief status update of current Public Works projects.

#### WATER PROJECTS

# Water Treatment Plant Standby Power Completion October 2023

Garden Valley, Hawthorne, Ventura, Kline and Pump Station #2 have switch gear installed and the pump stations have been tested with the portable generators. Power is scheduled to be disconnected at the Water Treatment Plant on October 25<sup>th</sup> to install new transformer and terminate wiring from the Automatic Transfer Switch to the treatment plant load center.

# Vine Water Main Replacement Project is Complete

This project replaced approximately 565 LF of 4-inch cast iron water main in NE Vine Street with 8-inch ductile iron pipe. The abandon cast iron pipe was installed in 1954.

23WA04	Vine Street Water Main Replacement					
		Bid		Final	% to Bid	
Engineering Services	\$	9	\$	3	0.0%	
Construction	\$	134,917.00	\$	141,742.00	5.1%	
Construction Mgmt.	\$	Ē	\$	12	0.0%	
Total Cost	: Ś	134,917.00	\$	141,742.00	5.1%	

## Hooker Road Water Main Extension Project is Complete

This project extended the existing water main in Hooker Road approximately 1,200 LF with 8-inch ductile iron pipe.

23WA05	Hooker Road Water Main Extension					
		Bid		Final	% to Bid	
Engineering Services	\$	· •	\$		0.0%	
Construction	\$	174,818.00	\$	175,213.00	0.2%	
Construction Mgmt.	\$	œ.	\$		0.0%	
Total Cost:	\$	174,818.00	\$	175,213.00	0.2%	

<u>24-inch Transmission Main Replacement – Isabell to Newton Crk</u> Completion Fall 2024 This project replaces approximately 4,100 LF of 20-inch steel transmission main in NE Stephens Street from Isabell Avenue to just south of Newton Creek Road. The existing



20-inch transmission main was installed in 1934. Materials have begun to arrive and are being stored at the Fulton Shop. Contractor will begin work in March of 2024.

Hwy 138 Water Main Replacement – Kester Rd to Sunshine Rd Project is in Design This project will upsize approximately 3,200 LF of existing 8-inch asbestos cement water main with 18-inch ductile iron water main. Consultant is finalizing design and bid ready documents are expected early November. This project is identified in the

# SE Stephens and SE Pine Water Main Replacement Project is in Design

Century West is currently working on the design and is about 30% complete. Project is scheduled to bid early 2024 with construction starting in the spring. Project will replace approximately 2,700 linear feet of 6-inch cast iron pipe in SE Stephens with 12-inch ductile iron. The existing pipe was installed between 1928 and 1935. The project also includes replacing approximately 2,700 linear feet of 4 and 6-inch cast iron pipe in SE Pine with 8-inch ductile iron. The existing pipe in SE Pine was installed between 1938 and 1962.

# Newton Creek Water Main Replacement Project is designed

This project will replace approximately 1,550 linear feet of 4-inch and 6-inch diameter cast iron pipe installed in the mid 1950's with 12-inch diameter ductile iron pipe. Project was designed by City staff and is ready to bid.

# TRANSPORTATION PROJECTS

# 2023 Slurry Seal Project Project is Complete

Work on this year's slurry seal project was completed on July 7, 2023. Project completed slurry seal of approximately 1.6 miles of city streets.

23PW02	2023 Slurry Seals						
		Bid		Final	% to Bid		
Engineering Services	\$	-	\$	2	0.0%		
Construction	\$	101,706.80	\$	99,856.85	-1.8%		
Construction Mgmt.	\$	-	\$		0.0%		
Total Cost:	\$	101,706.80	\$	99,856.85	-1.8%		

# 2023 Chip Seal Project Project is Postponed

The City is working with the County to chip seal Lookingglass Road from Woodside Avenue to Harvard Avenue. Project was scheduled to be completed in August but has been postponed until spring of 2024.

<u>2023 Grind/Inlay, SE Pine & Stewart Pkwy (Stephens to Airport)</u> Project is Complete This project consist of approximately 900 SY of base repair and a 2-inch grind and inlay on SE pine from Rice Avenue south to approximately Parrott Creek. Project also includes a 4-inch asphalt grind and inlay on Stewart Parkway between Airport Road and Stephens Street.

23PW01	Stewart Parkway & Pine Pavement Manageme				lanagement
		Bid		Final	% to Bid
Engineering Services	\$	24,406.00	\$	21,725.22	-11.0%
Construction	\$	598,895.00	\$	571,353.96	-4.6%
Construction Mgmt.	\$	38,498.00	\$	32,000.00	-16.9%
Total Cost:	\$	661,799.00	\$	625,079.18	-5.5%

# Kline Street ADA Ramp Replacement Project Project is Complete

This project replaced 16 ADA curb ramps on Kline Street from Calkins Avenue to Moore Avenue.

23WA13	Klir	ne Street ADA I		
		Bid	Final	% to Bid
Engineering Services	\$	243	\$ 	0.0%
Construction	\$	212,899.50	\$ 206,702.41	-2.9%
Construction Mgmt.	\$	3 <b>=</b> 2	\$ 	0.0%
Total Cost	: \$	212,899.50	\$ 206,702.41	-2.9%

<u>Stephens ADA Ramp Replacement Edenbower – North City Limits</u> Project is in Design Staff has negotiated a design contract with Century West Engineering. Design has begun and is expected to be completed this year. Project will bid early 2024 with construction to take place in the spring of 2024.

## W Bradford ADA Ramp Replacement Project is in Design

Staff is currently working on design and construction drawings for the replacement of approximately 14 ADA Ramps on W Bradford Avenue and W Broccoli Street. Projects is expected to bid early 2024 with construction taking place spring of 2024.

#### STORM PROJECTS

# 2023 Storm CIPP Project Vine and Alameda Project is Complete

This project consisted of the rehabilitation of approximately 904 linear feet of 42-inch diameter and 483 linear feet of 48-inch diameter storm drain pipe utilizing cured-in-place-pipe. Contract has been awarded in the amount of \$540,750.

23PW05	Storm Pipe Rehabilitation Vine and Alameda				
		Bid		Final	% to Bid
Engineering Services	\$	-	\$	-	0.0%
Construction	\$	540,750.00	\$	617,915.00	14.3%
Construction Mgmt.	\$		\$		0.0%
Total Cost:	\$	540,750.00	\$	617,915.00	14.3% **

<sup>\*\*</sup> Change order to add an additional 253 linear feet of 42-inch diameter liner, change order increased contract by \$82,165.

Calkins/Troost and Rainbow/Haggerty Storm Project Project is under construction

Project is approximately 70% complete and is expected to be completed this fall. This project will install approximately 3,250 linear feet of storm line in the Calkins/Troost and Harvard at Rainbow and Haggerty. This project will abandon existing storm facilities that run through private property and in some cases, under residential buildings. The City put in for, received American Rescue Plan Act funding, and will be receiving \$1,570,064 towards the design and construction of this project.

<u>Storm CIPP Project Alameda and Church</u> Project will be constructed Spring 2024 This project consists of rehabilitation of approximately 1169 linear feet of 36-inch diameter and 1979 linear feet of 42-inch diameter storm drain pipe utilizing cured-in-place-pipe.

#### **FACILITY**

# Fulton Shop Roof Replacement Project is Complete

This project is complete and contractor is waiting on material manufacture to inspect the installation and provide City with material and labor warranty.

22PW07	Ful	Fulton Shop Roof Replacement					
		Bid		Final	% to Bid		
Engineering Services	\$	29,200.00	\$	19,490.26	-33.3%		
Construction	\$	356,017.00	\$	348,528.40	-2.1%		
Construction Mgmt.	\$	-	\$	2	0.0%		
Total Cost	t: \$	385,217.00	\$	368,018.66	-4.5%		