Minutes of the June 9, 2004, Meeting Page 1

A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, June 9, 2004, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, following the Carson Area Metropolitan Planning Organization meeting which began at 5:30 p.m.

PRESENT: Vice Chairperson Steve Reynolds and Commissioners Shelly Aldean, Charles

Des Jardins, and Michael Zola

STAFF PRESENT: Development Services Director Andrew Burnham, RTC Engineer Harvey

Brotzman, and Recording Secretary Katherine McLaughlin (RTC 6/9/04

Tape 1-0014)

- **A. ROLL CALL AND DETERMINATION OF A QUORUM -** Vice Chairperson Reynolds convened the meeting at 6:13 p.m. Roll call was taken. A quorum was present although Chairperson Staub was absent.
- **B. APPROVAL OF MINUTES** 3/10/04 (1-0021) Commissioner Aldean pointed out a typographical error on Page 4 in the second line of the second paragraph and requested the sentence be amended to read: "Mr. Flansberg indicated that <u>he</u> will provide it." as opposed to "..it will provide it." Commissioner Zola moved to accept the Minutes as written subject to Commissioner Aldean's correction. Commissioner Aldean seconded the motion. Motion carried 4-0.
- C. MODIFICATIONS (1-0058) None.
- **D. PUBLIC COMMENTS (1-0062) -** None.
- **E. DISCLOSURES** (1-0062) Commissioner Aldean disclosed that she had discussed Item F-2 with Chamber of Commerce Chief Executive Officer Larry Osborne. Vice Chairperson Reynolds disclosed that he had a telephone discussion on Item F-1 with Chairperson Staub during which Chairperson Staub indicated that he had discussed his feelings regarding the item with Development Services Director Burnham and others. Commissioner Des Jardins disclosed that he had discussed Item F-2 in a group setting with a group of unnamed individuals who have rather strong feelings regarding the width of the Fairview turn lanes.

F. PUBLIC MEETING ITEMS:

F-1. DISCUSSION AND ACTION ON A RECOMMENDATION TO THE BOARD OF SUPERVISORS TO AWARD THE ROOP STREET WIDENING CONTRACT TO THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, GRANITE CONSTRUCTION COMPANY, FOR A CONTRACT AMOUNT OF \$7,164,164 AND A CONTINGENCY AMOUNT OF \$335,836 (1-0087) - Development Services Director Burnham explained that the bids were significantly higher than the budget. Staff suggestion that the Commission recommend to the Board of Supervisors that all of the bids be rejected and that staff be directed to re-evaluate the project. Staff and the Consultant, Ken Dorr, had felt that the estimate was low but had not expected the bids to be \$2 million higher. Some of the estimate's unit prices were six months old. Mr. Dorr felt that a portion of the high bids could have been created by the volume of work now going on in the community, e.g., the freeway, hospital, and private as well as public sector work in Reno. A review of the bids indicated that mobilization and traffic control items were much higher than

Minutes of the June 9, 2004, Meeting Page 2

estimated. The high surcharge on the underground utility line items may be due to the complexity of the underground work and the large number of conflict locations in existence along Roop Street. The high concrete, fuel, asphalt, plastic pipe, and steel pipe prices also impacted the bid. The time frames for the phases may have also had an impact. Its "aggression" was due to the desire to minimize the closed periods and reduce the impact to the businesses located on Roop Street. The bidders may have felt that they could not meet the deadlines. The options are to award the contract and find additional funding to pay for it or to reject the bids and rebid it in late fall which has historically been a better time to bid a job. The biggest challenge is to find a bidder without a backlog who is willing to take on the project. Staff is reconsidering the staging periods and attempting to spread the time periods. Restructuring the staging periods to eliminate the down periods may help reduce the cost. There may be other opportunities to modify some of the bid items. The traffic control costs will remain even though the street is closed to through traffic as the residents and businesses will need egress/access. Elimination of the flagger or developing a specific traffic control plan rather than staging may reduce the contractor's risk(s) and costs. It may be possible to reduce the costs by splitting the projects and bidding them separately. Also, designation of a project coordinator/manager who is available to respond immediately to any questions in the field would eliminate the need for the contractor to close the project down until an issue is resolved. He also indicated that there is no guarantee that the prices will be lower if the project is rebid this fall. As the current funding level cannot cover the bid price, there is little choice but to reject the bids and rebid the project later. Mr. Burnham explained that the Commission could also not take any action on the bids at this meeting. The City has 60 days in which to analyze the bids and award/reject the bid(s). Staff could then recommend changes or attempt to find other funding sources. Commissioner Aldean recommended rejecting the bids due to the Commission's desire and the public's support of the project. If the bids are still high when rebid, funding alternatives should be considered. Petroleum prices are impacting projects. It was felt that the material costs would not increase significantly between now and when the project is rebid. The high prices were due to the complexity of the project, particularly the underground work, and the volume of work in the area. Discussion pointed out that Granite Construction had representatives present. The roadway surface improvements-Schedule B--was only \$680,000 above the estimate. Discussion pointed out that the price data may have been stale although it was six to nine months old and emphasized the volume of work now going on in the area. Commissioner Des Jardins expressed his reluctance to award the contract at the indicated price. He urged staff to use the next two months wisely. Mr. Burnham felt that if the price is dropped, the delay should be deemed successful. He was certain that the price will not be decreased to the \$5 million estimate. Staff will work with contractors and analyze the project in an attempt to reduce the contractor's risks. The changes will be coming to the Commission. These changes should reduce the project costs. Commissioner Des Jardins recommended delaying the award for 30 days to allow staff time to analyze the options and attempt to reduce the cost.

Granite representative Derek Best indicated that they had done a lot of work on the bid. They have the manpower and ability to do the project. He did not agree that the timing of the bid had created the high bids. He did not believe that rejecting the bid would obtain a lower price this fall. The scope of the work must be reduced to see a price reduction. Vice Chairperson Reynolds thanked him for his comments.

Commissioner Aldean felt that delaying the project for an analysis of the scope could be beneficial if changes are made to the specs and the scope. She also hoped that more companies will bid on the project when it is put out again. Mr. Burnham felt that the Commission should recommend rejecting the bids and modify the project so that a lower bid could be obtained. An analysis needs to be done. The City/RTC does not have \$2.7 million more for the project. He acknowledged that there is a risk to delaying the project. The success

Minutes of the June 9, 2004, Meeting Page 3

of the tactic to delay the project will only be known when the bids are resubmitted. Commissioner Aldean pointed out that if this effort is unsuccessful, other viable alternatives will need to be considered.

Vice Chairperson Reynolds explained that RTC had determined there was a need for a north/south arterial that could carry an increased traffic volume and had weighed the cost/benefit factors. At that time the cost/benefit ratio was extremely good. It had not considered underground utility work and had been estimated at \$3.8 million. Chairperson Staub questioned whether they should include analyzing the other north/south options as well as the bids. The need for a north/south arterial is even greater now than it was last summer. Vice Chairperson Reynolds was unsure where they would find the additional funding for the project. Mr. Burnham indicated that Chairperson Staub had asked him the same questions. He acknowledged that an analysis of the options had not been conducted with the new Commissioners. Staff could re-analyze the other options while reconsidering the project. He then explained the program used by the City to solicit bids. They sent out between eight and ten sets of plans. There were five contractors at the end of the process, however, only two had submitted bids. Mr. Burnham's discussion with a contractor this morning had indicated his/her feeling that a lack of bids was due to the complexity of the underground work. The project had become a water and sewer project rather than a road project. Justification for including the utility work in the project was provided. He agreed that informational interviews with the companies who did not bid the project could help the City determine the problems with the project and help staff analyze/revise it for a future contract. He also indicated a desire to talk to the other contractors. Vice Chairperson Reynolds pointed out that the Commission has money but has allocated it for other projects. The bids were being rejected as they were above the estimated cost. Staff should analyze whether Roop is the best project for the City or if it is too much at this time. He did not want to reject the bid at this time and supported delaying action on it to the next meeting. Mr. Burnham felt that the analysis should determine how well Roop Street will work with the other projects, such as Fairview, the freeway, etc. Staff will bring the financing and funding to the Commission at its next meeting. Commissioner Aldean expressed concerns about the impact delaying the decision for sixty days will have on other projects. She urged the Commission to reject the bids. Mr. Burnham explained that the bid bonds will force the contractor to move forward on the project if the City/RTC accept it within 60 days. Public comments were solicited but none were given. Commissioner Aldean felt that the complexity of the project will not change in 60 days. Fairview is another project which is a high priority and was felt to be more important than Roop Street. She was not opposed to taking time to do more research. Vice Chairperson Reynolds pointed out that the Commission could also act on the bid on June 29th at the special meeting. Mr. Burnham agreed although it will not provide staff with a lot of time to do the analysis. The pros and cons of delaying the action for 30 days were discussed. It was felt that the 30-day delay would not hurt anything and was better than outright rejection. Mr. Burnham also indicated that the NDOT freeway agreement on the second phase may be presented to the Commission on June 29th. Action will not be requested at that time due to the desire to give the Commission time to analyze the terms. Commissioner Aldean requested that staff include the transportation improvement plan on the July agenda due to her desire to know the cost of Roop Street. Mr. Burnham indicated that the transportation improvement plan needs to be approved at the July meeting as it is holding up Federal funding. The next Board of Supervisors meeting will include consideration of a loan to the transit fund that was created by the delay in obtaining Federal funds. The July Commission agenda is lengthy. Vice Chairperson Reynolds directed staff to bring the item back at the July meeting. No formal action was taken.

F-2. DISCUSSION AND ACTION TO PROCEED WITH DESIGN TO MILL, OVERLAY AND RESTRIPE FAIRVIEW DRIVE FROM ROOP STREET TO CARSON STREET TO ACCOM-

Minutes of the June 9, 2004, Meeting Page 4

MODATE FIVE LANES WITH DUAL LEFT TURN LANES FROM FAIRVIEW DRIVE ONTO SOUTH CARSON STREET AND OTHER IMPROVEMENTS AS REQUIRED (1-0728) - Development

Services Director Burnham explained the proposed project, its estimated cost, and the possibility that the one block section would/could be used until after the freeway is completed. Commissioner Aldean supported not removing the improvements when Fairview is reconstructed. Discussion indicated that the design of the one block area would be done in-house. The scope of Item F-3 will be reduced if the Commission approves this item. Even if that design is slightly different from the proposed project, the 10 foot lanes can handle the freeway traffic. Gary Lehman had indicated that his triple trailers could negotiate the turning movements that will be created. RTC Engineer Brotzman explained that the College Parkway and Goni dual lanes were 12 feet wide. Mr. Lehman had worked with City staff on them. NDOT's restriping of Carson Street had reduced some of the lanes to 11 feet. Interstate standards are traditionally 12 feet widths. He also indicated that 11 foot travel lanes are the standard back east. Trucks represent only four percent of the motorized vehicles on the roadways. A description of the process to provide the necessary turning movement for the trucks was provided. Discussion indicated that the signal for the Convention and Visitors Bureau and the Chamber of Commerce will need to be adjusted. The traffic volume on the east side of Carson Street is more than that going to the Bureau, Chamber, and Railroad Museum. The signal cameras will alert the lights of a need to change in accordance with the traffic flows. Chamber Chief Executive Officer Osborne had supported the revision conditioned upon the City's ability to adjust/coordinate the lights. The proposal will create a dual lane the entire distance between Carson Street and Roop Street. It was felt that motorists are already making it a dual left turn although is not marked as one at this time. Mr. Burnham felt that the project could be completed this summer and would reduce the cost of the Fairview project. NDOT was aware of the City's intent. Discussion also indicated the need to consider a north bound "slip pocket" from Fairview to Carson Street. Public comments were solicited. None were given. Commissioner Des Jardins explained his reluctance to approve the project due to potential problems with the design for the following item. Commissioner Aldean suggested that the scope of work for the following item be broadened to include examination of the design for this "block" as a priority and to direct staff to hold off on the project until the consultant is satisfied with the design. Mr. Burnham explained his belief that two projects could be connected in this manner. The scope of work should also included some traffic analysis. It needs to be done rather quickly. Its results will drive this project. Staff will bring the results to the Commission. Mr. Brotzman explained that the project was to have been done as part of the overlay contract. The merchants along the street are asking for changes. The intent is to do the overlay in September. The contract must be considered by the RTC in July to keep this schedule. The City should be able to work with the consultant on the project. Mr. Burnham felt that the overlay bids should not be requested if it is determined that the two projects will not mesh. It may be necessary to have a special meeting in July to approve letting the contract. Mr. Burnham reiterated the request to have staff design the project in house, to consider the Berger traffic issues, and not go to bid without the Commission's authority to do so. At that time the Commission will decide any of Berger's issues and whether the project should be constructed. The survey work has already been completed. Berger will do the design for the entire project and advance work on the area of this project. The preliminary design work will be presented to the Commission for consideration/comparison with the City's design. The proposal will not widen the street but merely restripe it. A traffic analysis will drive the issues regarding the width. It is an early element of the work. The Commission will receive the preliminary design and not the final design in late July. It should be adequate for the Commission to determine its functionality. The mill and overlay should be completed this year. Widening will occur next year. Commission action will authorize staff to perform the design in-house. The \$100,000 is for the mill and overlay. Additional funding is not needed for staff's time as it is part of the administrative budget. The project will, however, reduce the Fairview Drive

Minutes of the June 9, 2004, Meeting Page 5

Project funds by \$100,000 as widening is not needed. The lack of a transportation improvement plan does not stop the project. Vice Chairperson Reynolds tabled the item until after F-3 is discussed.

- F-3. DISCUSSION AND ACTION ON A RECOMMENDATION TO THE BOARD OF SUPERVISORS TO AWARD THE DESIGN CONTRACT FOR THE FAIRVIEW DRIVE WIDENING TO THE LOUIS BERGER GROUP, INC., FOR A CONTRACT AMOUNT OF \$397,820 AND A CONTINGENCY AMOUNT OF \$32,180 (1-1125) - Mr. Burnham described the project and justified taking it on at this time. The water, sewer and electrical utilities will be under grounded. Utilities will pay for this work. Clarification explained that testing and pothole rehabilitation is included in the engineering costs. NDOT selected the contractor/designer. The City reduces the complexity and problems when uses NDOT's contractors/designer for related projects such as this. Staff has negotiated the price downward from the original bid. The overall project will be in the \$5 - \$6 million range when completed. NDOT included a "rebate" for some of the work in the agreement on the second phase of the freeway. It was a significant reduction to the City's cost for the project. It has required complex negotiations. The City and NDOT's attorneys are now reviewing the agreement. Mr. Brotzman explained that the utilities were upgraded 10 or 11 years ago when Fairview Drive was reconstructed and is more current than those in Roop. At this time the contractor does not have an office in Carson City although NDOT wants him/her to have one here. Reasons for the requirement were limned. The City's previous work with the Berger Group was noted. Public comments were solicited but none were given. Discussion explained the City's contract for predesign work in the Snap-On Tools area related to the right-of-way and freeway design issues and its transition into Fairview Drive. This contract is under the \$25,000 threshold and can be approved by staff. Commissioner Des Jardins moved to recommend to the Board of Supervisors to award the design contract for the Fairview Drive widening to the Louis Berger Group for a contract amount of \$397,820 and a contingency amount of \$32,180 with the proviso that they focus on the stretch initially from Roop Street to Carson Street so that we, perhaps, can move on other action on that particular part of the street. Commissioner Aldean seconded the motion. Motion carried 4-0.
- F-2. DISCUSSION AND ACTION TO PROCEED WITH DESIGN TO MILL, OVERLAY AND RESTRIPE FAIRVIEW DRIVE FROM ROOP STREET TO CARSON STREET TO ACCOMMODATE FIVE LANES WITH DUAL LEFT TURN LANES FROM FAIRVIEW DRIVE ONTO SOUTH CARSON STREET AND OTHER IMPROVEMENTS AS REQUIRED CONTINUED (1-1289) Discussion explained the amount of staff work required to complete the in-house project. Mr. Brotzman felt that it would take two or three weeks to complete the project. Discussion explained that the motion is for design and not the actual work. A cost was not included. Mr. Burnham explained that the motion does not allow staff to go to bid on the project. Staff will bring the project back for Commission approval before going out to bid. Mr. Burnham reiterated that the lack of a fiscal impact is due to the use of staff who are included within the City's budget. Commissioner Aldean moved to proceed with design to mill, overlay, and restripe Fairview Drive from Roop Street to Carson Street to accommodate five lanes with dual left turn lanes from Fairview Drive to South Carson Street and other improvements as required. Commissioner Zola seconded the motion. Motion carried 4-0.
- F-4. DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF POLICIES AND PROCEDURES BETWEEN THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION AND THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION (1-1340) Discussion pointed out that the item had been discussed during the CAMPO meeting. Additional comments were

Minutes of the June 9, 2004, Meeting Page 6

solicited but none were given. Commissioner Zola moved to adopt Policies and Procedures between the Carson Area Metropolitan Planning Organization and the Carson City Regional Transportation Commission as submitted. Commissioner Des Jardins seconded the motion. Following a request for an amendment, Commissioner Zola amended his motion to include the changes as noted during the CAMPO meeting of today's date. Commissioner Des Jardins concurred with the amendment. Motion carried 4-0.

F-5. DISCUSSION AND POSSIBLE ACTION ON ACCEPTANCE OF AN INTERLOCAL COOPERATIVE AGREEMENT BETWEEN THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION, CARSON CITY REGIONAL TRANSPORTATION COMMISSION, AND THE CARSON CITY BOARD OF SUPERVISORS DEFINING THEIR RESPECTIVE RESPONSIBILITIES (1-1372) - Vice Chairperson Reynolds indicated that this agreement had also been discussed and approved during the CAMPO meeting this evening. Commissioner Aldean moved to accept an Interlocal Cooperative Agreement between the Carson Area Metropolitan Planning Organization, Carson City Regional Transportation Commission, and the Carson City Board of Supervisors defining their respective responsibilities subject to the amendments that were made. Discussion indicated that the motion was correct as it is a three party agreement. Commissioner Des Jardins seconded the motion. Motion carried 4-0.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - NON-ACTION ITEMS

- G-1. PROJECT INFORMATION SHEET ON THE 2004 SLURRY SEAL CONTRACT (1-1400) Discussion indicated that a map had been given to the Commission. (A copy was not in the Clerk's copy of the Commission's packet.) RTC Engineer Brotzman explained that the map delineates the areas that are to be slurry sealed. Development Services Director Burnham explained that this is a street maintenance project and not an RTC project. It was given to the Commission for informational purposes. Discussion indicated that no dirt roads were included in the project. Mr. Brotzman explained that Martin, Mary, and Hillcrest were not included as the staff who had evaluated the roads determined they did not need it at this time. Mr. Brotzman thought that they were done two years ago. Discussion indicated that the amount of slurry dictates the number of streets that are completed. All of the streets are on a priority listing and are slurried in accordance with its listing. Not all of the streets may be done in a given year. No formal action was required or taken.
- G-2. FUTURE AGENDA ITEMS (1-1450) Discussion indicated that the agenda for the July meeting will be lengthy. The NDOT freeway agreement will be agenized for the June 29th special meeting if possible. Commissioner Aldean requested, if possible, that a status report on the Old Clear Creek Road be included on the July agenda. Development Services Director Burnham indicated that there was to have been a meeting several weeks ago, however, it was cancelled. Discussion pointed out that a high school senior had suggested a signal be installed at Saliman and Robinson. Attendance and speaking at the meeting was part of her senior project. Chairperson Staub had asked staff to evaluate the intersection. A follow-up report should be provided. Commissioner Des Jardins disclosed a discussion he and Deputy City Engineer Flans-berg had with an unnamed individual(s) regarding obnoxious weeds in the freeway area on the Lompa ranch and/or north of Highway 50. Mr. Burnham indicated that he would discuss matter with Mr. Flansberg and determine the status. Vice Chairperson Reynolds indicated that an Eagle Scout project had been undertaken in the wetlands area north of Highway 50. It may not have been successful in the effort to eradicate the weeds. Mr. Burnham briefly limned the grant programs used by the City in its Tall White Top

Minutes of the June 9, 2004, Meeting Page 7

eradication efforts. A status report will be provided. Vice Chairperson Reynolds explained his appointment to the Planning Commission and his intent to resign as a RTC Member. He had not discussed this with Chairperson Staub. His term may expire in six months. He then indicated that he did not want to have to have the Board conduct two sets of interviews and will discuss it with Chairperson Staub before making a final decision on resigning. Commissioner Aldean explained a Board policy which sometimes extends the appointment period when there is a short period remaining on an unexpired term. This eliminates the need to conduct two interviews. She also felt that being on both Commissions could be brutal at times. Mr. Burnham felt that it would be nice to have him serve as a liaison on both Commissions. No formal action was required or taken.

H. ADJOURNMENT (1-1555) - Vice Chairperson Reynolds declared the meeting adjourned at 7:40 p.m.

A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

The Minutes of the June 9, 2004, Carson City Regional Transportation Commission meeting

ARE SO APPROVED OF	N <u>July 29</u>	, 2004
_/s/		
Richard S. Staub, Chairpe	erson	