



**ROSEBURG PUBLIC WORKS COMMISSION AGENDA
THURSDAY, OCTOBER 10, 2019**

08/2

**3:30 Regular Meeting City Hall Third Floor Conference Room
900 SE Douglas Ave, Roseburg OR 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: Bob Cotterell
Commissioners: Ken Hoffine Stuart Liebowitz Noel Groshong
 John Seward Vern Munion Fred Dayton
 Pat Lewandowski Roger Whitcomb

III. APPROVAL OF MINUTES

A. September 12, 2019

IV. DISCUSSION ITEMS

- A. Water Treatment Plant Chlorination Project, 19WA03 Construction Bids Recommendation
- B. Task Order Authorization – Construction Management Services for Water Treatment Plant Chlorination Project, Project No. 19WA03
- C. Washington Ave. Bridge Ends, Project No. 20WA05
- D. Equipment Purchase – Paint Machine for Street Division

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

A. Water Project Updates

VI. BUSINESS FROM THE COMMISSION

VII. NEXT MEETING DATE: November 14, 2019

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
SEPTEMBER 12, 2019
MINUTES**

CALL TO ORDER: The meeting of the City of Roseburg Public Works Commission was called to order at 3:30 p.m. Thursday, September 12, 2019 in the Third Floor Conference Room at City Hall.

ROLL CALL: Present: Chair Bob Cotterell, Commissioners Pat Lewandowski, Stuart Liebowitz, Noel Groshong, Vern Munion, Roger Whitcomb, Ken Hoffine, John Seward, and Fred Dayton

Absent: None

Others Present: None

Attending Staff: City Manager Nikki Messenger, City Engineer Loree Pryce, Street Superintendent Jim Johnson, Water Treatment Plant Superintendent/Cross Connection Specialist Andy Albee, and Department Technician Chanelle Rogers

APPROVAL OF MINUTES: Commissioner Dayton moved to approve the minutes of the August 8, 2019 Public Works Commission meeting. Motion was seconded by Commissioner Groshong and approved with the following vote: Chair Cotterell and Commissioners Lewandowski, Liebowitz, Groshong, Munion, Whitcomb, Hoffine, Seward and Dayton voted yes. No one voted no.

DISCUSSION ITEMS:

Award Recommendation – Five-Year Pavement Management Services Engineering Services

Contract: Pryce informed the existing five-year pavement management contact with Murraysmith will expire at the end of this calendar year. Staff issued a RFQ in June for planning, engineering, and design services related to the pavement management program. On July 16th, statements of qualifications (SOQ) were received from Murraysmith and Century West. Three members of the Public Works staff reviewed the SOQ's and also conducted interviews and ranked the SOQ's. The top ranked SOQ was Century West. Pryce said Murraysmith has done a great job in the past and had a strong proposal but Century West talked about trying a new approach and wanting to do more preventative maintenance than in the past. Pryce informed that both proposals offered ground penetrating radar. Commissioner Hoffine asked if that would go through both the asphalt and the base rock. Messenger replied that yes it would penetrate both. Commissioner Groshong asked for some background on Century West. Messenger stated they are a mid-size company with offices in both Portland and Bend, they did the Stewart Parkway Realignment project and are currently working on the design for Douglas Ave. Commissioner Lewandowski inquired why it was a five year contract and not something shorter. Staff replied that it ties in with the 5-year Capital Improvement Projects and the RFQ process is a lot of work for staff and the companies putting together proposals. Discussion ensued.

MOTION: Commissioner Whitcomb moved to recommend the City Council award the Engineering Services contract for Five-Year Pavement Management Program to Century West Engineering. Motion was seconded by Commissioner Dayton and approved with the following vote: Chair Cotterell and Commissioners Lewandowski, Liebowitz, Groshong, Munion, Whitcomb, Hoffine, Seward and Dayton voted yes. No one voted no.

Vehicle Purchase – Replacement of Storm Service Truck for Street Division: Messenger informed the Street Division is budgeted to replace the storm service truck this year. This is the

primary support vehicle for storm maintenance operations. It carries parts, a portable mini camera, and various tools. It also provides traffic control, primarily within traffic lanes. There is significant wear and tear and maintenance issues that reflect the age and level of wear. Street Superintendent Jim Johnson said some of the issues are the service box is damaged, there are electrical issues with the PCU and the reader board is obsolete and we can't get parts for it. Commissioner Munion asked if it would be traded in towards the purchase. Johnson replied that it would not; it will be auctioned off during one of the City surplus auctions. Commissioner Hoffine inquired how staff decided on this option. Johnson said the current one is diesel but they are very expensive so looked at some other brands and this was the cheaper one.

MOTION: Commissioner Groshong moved to recommend the City Council authorize the purchase of a new storm service truck body and reader board for a total not to exceed \$64,000.00. Motion was seconded by Commissioner Lewandowski and approved with the following vote: Chair Cotterell and Commissioners Lewandowski, Liebowitz, Groshong, Munion, Whitcomb, Hoffine, Seward and Dayton voted yes. No one voted no.

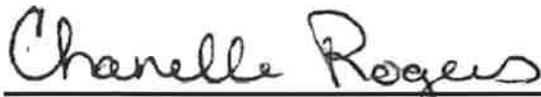
AUDIENCE PARTICIPATION: None

INFORMATIONAL ITEMS: Pryce gave an update on current projects. Pryce also mentioned staff has been in touch with Umpqua Basin Water Association (UBWA) regarding the Southwest Quadrant Expansion. Messenger said they want to make sure UBWA can provide the fire service required and that the UBWA Board knows what is being discussed. Messenger said staff is getting close to wrapping up the TSP and the adoption process should start in October.

BUSINESS FROM THE COMMISSION: Commissioner Dayton asked if staff was pursuing Federal funds for the Douglas Ave project. Messenger said staff is working with Century West on the design for Douglas Ave. Dayton feels staff should take advantage of funds that may be available. Commissioner Lewandowski wanted to continue the discussion regarding having backflow testers tag the device when they test it. He said he was looking at the issue as a consumer protection issue not just a personal issue he had. City Cross Connection Specialist Andy Albee said by requiring that it would be an extra burden on the tester, who would then raise the price they charge their customer. There is only one tester that staff has had complaints or heard there was an issue with. Discussion ensued regarding who would police if required and who is ultimately responsible for making sure device is tested. Albee said he had spoken with the tester in question and they said if they test a device that was already tested by someone else, they won't charge the customer. Commissioner Lewandowski said after this discussion he was ok with dropping the issue.

NEXT MEETING DATE: October 10, 2019

ADJOURNMENT: Meeting adjourned at 4:11 p.m.



Chanelle Rogers, Public Works Department Technician

**CITY OF ROSEBURG
MEMORANDUM**



DATE: October 10, 2019

TO: Public Works Commission

FROM: Loree Pryce, P.E. – City Engineer

**SUBJECT: Water Treatment Plant Chlorination Project, 19WA03
Construction Bids Recommendation**

ISSUE STATEMENT AND SUMMARY

The City received construction bids for the Water Treatment Plant Chlorination Project. The issue for the Commission is whether to forward a recommendation to the City Council to award the construction contract.

BACKGROUND/ANALYSIS

The existing on-site disinfectant generation for the water treatment plant was installed in 2002, replacing a chlorine gas treatment system. The current system uses salt to generate a chlorine solution, known as a “mixed oxidant solution” (MOS) which is used to disinfect the water. The MOS system is now over sixteen years old and is at the end of its useful life. The treatment staff have had continuous maintenance issues and ongoing repairs with the MOS equipment.

Staff hired Murraysmith in 2017 to conduct an alternative analysis for the replacement of the MOS disinfection system. This report was shared with the Commission at the September 2017 meeting. At that meeting, the Commission recommended that staff program resources in the Capital Improvement Plan to proceed with design and construction of a replacement disinfection system, with the stipulation that when a design consultant was selected that they review the findings in the Murraysmith report and provide their own analysis. At the December 2018 meeting, the Commission recommended that Council award a contract for engineering services to RH2. The City Council made the award at their December 10, 2018 meeting.

RH2 provided an expanded evaluation comparing bulk sodium hypochlorite to on-site sodium hypochlorite generation (OSHG). Their report also evaluated each treatment option if the plant was ever expanded from the current capacity of 12 million-gallon per day (MGD) to a future 18 MGD production rate. The main differences between bulk sodium hypochlorite treatment and OSHG is the need for regular deliveries because the solution decays in strength when stored versus the maintenance and energy requirements to produce OSHG disinfectant onsite. Factors such as initial capital cost, operations and maintenance (O&M) over a 20 year life cycle, availability of solution in the event of a disaster (system redundancy), safety, and system footprint and complexity were all ranked in a decision matrix on a scoring from 1 to 5 for the above mentioned criteria. RH2’s decision matrix resulted in a higher ranking for the bulk sodium hypochlorite over the OSHG option.

On April 11, 2019 the Public Works Commission supported RH2's recommendation to replace the MOS system with bulk sodium hypochlorite. The project was designed and advertised on September 3rd. Bids were opened on October 1st. Five (5) bids were received and are outlined below.

	Engineer's Estimate	Pacific Excavation	Boede Construction	Wildish Building	Stettler Supply Co.	McClure & Sons
Bid Total:	\$685,000	\$490,500	\$544,083	\$546,730	\$621,500	\$643,689

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The FY 2019-20 water budget includes \$1,200,000 for the chlorination upgrade project. The project was designed by RH2 and it is recommended to utilize RH2's construction management services during construction. Total project costs are estimated below.

Design	\$139,745
Construction Management	\$109,917
Construction	\$490,500
Contingency (15%)	<u>\$ 75,000</u>
Total	\$815,162

There are sufficient funds for construction and the construction management contract.

TIMING ISSUES

If the Commission provides a recommendation to authorize the task order, it will be presented to the City Council at their October 28th meeting. A Notice to Proceed would be issued in November. The contractor will have 240 days to complete the project or approximately July of 2020

COMMISSION OPTIONS

The Public Works Commission has the following options:

1. Recommend the City Council award the contract to the lowest responsible bidder, Pacific Excavation, Inc. for \$490,500; or
2. Request additional information; or
3. Recommend that Council reject all bids.

STAFF RECOMMENDATION

The lowest bidder submitted all required documentation and is considered both responsive and responsible. The engineer of record, RH2, has reviewed the bids and recommends award to Pacific Excavation, Inc. Staff concurs with this recommendation.

SUGGESTED MOTION

I move to recommend the City Council award the Water Treatment Plant Chlorination Project to the lowest responsible bidder, Pacific Excavation, Inc., for \$490,500.

ATTACHMENTS

Engineer's letter of recommendation



RH2 ENGINEERING
BOTHELL
22722 29th Drive SE, Suite 210
Bothell, WA 98021
1.800.720.8052 / rh2.com

October 3, 2019

Ms. Loree Pryce, PE
City of Roseburg
Public Works Department
900 SE Douglas Avenue
Roseburg, OR, 97470

Sent via: Email

**Subject: Recommendation of Bid Award
Water Treatment Plant Chlorination System Improvements**

Dear Ms. Pryce:

The bids for the Water Treatment Plant Chlorination System Improvements project were opened at the City of Roseburg (City) City Hall office on October 1, 2019, at 2:00 p.m. Of the five bids received, Pacific Excavation, Inc., (PacEx) submitted the lowest bid.

The bids for this project are as follows, and a complete tabulation of the bids is enclosed for your records.

Pacific Excavation, Inc.	\$490,500.00
Boede Construction, Inc.	\$544,083.00
Wildish Building Co.	\$546,730.00
Stettler Supply Co.	\$621,500.00
McClure & Sons, Inc.	\$643,689.00
Engineers Estimate	\$685,000.00



**WASHINGTON
LOCATIONS**

Bellingham
Bothell (Corporate)
East Wenatchee
Issaquah
Richland
Tacoma

**OREGON
LOCATIONS**

Medford
Portland

RH2 Engineering, Inc., (RH2) reviewed the bid proposals and compiled the bid tabulation. RH2 confirmed that the documentation submitted by PacEx is responsive and in accordance with the bid specifications. PacEx was the contractor for the Rainbow Water District's Chase Wellfield Water Treatment Plant designed and managed by RH2, which was completed in 2018. Based on this review, RH2 recommends that PacEx be awarded the contract for this project.



MS. LOREE PRYCE, PE

October 3, 2019

Page 2

If you have any questions regarding this recommendation, please feel free to contact me at (800) 720-8052 ext. 5340.

Sincerely,

A handwritten signature in black ink that reads 'Dan Mahlum'.

Dan Mahlum, PE

Project Manager

DM/BS/sp/js

Enclosure: Bid Tabulation



EXPIRES: 12/31/2020

**CITY OF ROSEBURG
MEMORANDUM**



DATE: October 10, 2019

TO: Public Works Commission

FROM: Loree Pryce, P.E., City Engineer

**SUBJECT: Task Order Authorization – Construction Management Services for
Water Treatment Plant Chlorination Project, Project No. 19WA03**

ISSUE STATEMENT AND SUMMARY

Staff recently negotiated a proposed scope and fee for limited construction management (CM) services for the Water Treatment Plant Chlorination Project with RH2 Engineering, 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 10, 2018, Council awarded a task order engineering contract to RH2 for \$139,745 to provide study and design services required to prepare biddable construction documents for the Water Treatment Plant Chlorination Project. The selection of RH2 was based on a formal professional consultant selection through a Request for Qualifications (RFQ) process. Recently a task order was provided by RH2 for CM support in construction in the amount of \$109,917. Since the total of both the design and construction services efforts are under \$250,000 and a continuation of the project, OAR 137-048-0200 "direct appointment procedures" is applicable. Direct appointment allows for a professional service contract fee increase up to \$250,000 if the contract agency used the formal selection procedure under OAR 137-048-0220.

The project was advertised for bids on September 3rd. Bids were opened on October 1st. If the Commission recommends the award of construction, staff recommends a concurrent contract amendment to include engineering support from RH2 in construction. The proposed limited scope of work includes post-construction award services, request for information support, proposal request, change order and submittal review, limited inspection services, provide test and start up observation, assist with O&M manual, SCADA implementation, preparation of record drawings, and other miscellaneous services.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The design task order was \$139,745 and was paid from current fiscal year Water Capital Improvement funds. The cost of the proposed CM task order is \$109,917. The FY 2019-20 Water Fund includes \$1.2 million for the complete design and construction of a replacement chlorination project. There are sufficient funds for all construction and professional service costs.

TIMING ISSUES

If the Commission provides a recommendation to authorize the task order, it will be presented to the City Council at their October 28, 2019 meeting. A notice to proceed would be issued in November. The contractor will have 240 days to complete the project.

COMMISSION OPTIONS

The Public Works Commission has the following options:

1. Recommend the City Council authorize a task order for construction management services with RH2 for an amount not to exceed \$109,917 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 RH2 for \$109,917.

SUGGESTED MOTION

I move to recommend the City Council authorize a task order with RH2 Engineering, Inc. for construction management services for the Water Treatment Plant Chlorination Project for an amount not to exceed \$109,917.

ATTACHMENTS

None

**CITY OF ROSEBURG
MEMORANDUM**



DATE: October 10, 2019
TO: Public Works Commission
FROM: Daryn Anderson, P.E.
VIA: Loree Pryce, P.E.
SUBJECT: **Washington Avenue Bridge Ends
Project 20WA05**

ISSUE STATEMENT AND SUMMARY

Staff has negotiated a scope and fee for design services related to the replacement of the exposed ends of a 12-inch diameter river crossing on the Washington Avenue Bridge. The issue for the Commission is whether to recommend the City Council award an engineering contract for this project.

BACKGROUND/ANALYSIS

The Washington Avenue Bridge was constructed in 1961 and is owned and maintained by the Oregon Department of Transportation (ODOT). In 1976, a 12-inch diameter welded steel water main was installed across the bridge. The water main is supported under the bridge deck, hanging and exposed at either end of the bridge. The portion of the water main that passes through the center section of the bridge extends through the inside of the bridge's concrete box girders where it is supported by pipe saddles. In recent years, the exposed portion of the pipe, an overall distance of 270 feet, and the two vertical down drops have experienced severe coating failure and corrosion requiring City staff to install multiple repair bands to stop leaks. Numerous repair bands have also been installed inside the concrete box girders, an overall distance of 590 feet, but this has occurred less frequent than the exposed portion. Staff intends to replace the pipeline in phases beginning with the exposed portion at each end of the bridge in the near term, followed by replacement of the internal portion inside the box girders at some point in the future.

This project will include a design for replacement of the exposed portion of the bridge crossing, and will include pipe transition from the bridge to the buried water main. During construction, when the pipe is taken out of service, a condition assessment of the piping inside the center section of the bridge in the box girders will take place to estimate remaining service life and provide a recommendation for future replacement or pipe rehabilitation.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

Staff has negotiated a not to exceed price for design services through bidding with Murraysmith for an amount not to exceed \$86,962. The FY 2019-20 Water Fund included \$50,000 for design of this project. The remaining balance of \$36,962 will be paid for by using underruns made available from the Plant Improvement Fund.

TIMING ISSUES

If the Commission provides a recommendation to award the contract, it will be presented to the City Council at their October 28th meeting.

COMMISSION OPTIONS

The Public Works Commission has the following options:

1. Recommend to the City Council the award of the contract for engineering services to Murraysmith for \$86,962; or
2. Request additional information; or
3. Recommend not moving forward with the project at this time.

STAFF RECOMMENDATION

Staff recommends that a contract be awarded to Murraysmith for \$86,962.

SUGGESTED MOTION

I move to recommend to the City Council the award of an engineering design contract for the Washington Avenue Bridge Ends to Murraysmith, for an amount not to exceed \$86,962.

ATTACHMENTS

None

**CITY OF ROSEBURG
MEMORANDUM**



DATE: October 10, 2019

TO: Public Works Commission

FROM: Jim Maciariello, P.E., Interim Public Works Director
Nikki Messenger, P.E., City Manager

SUBJECT: Equipment Purchase – Paint Machine for Street Division

ISSUE STATEMENT AND SUMMARY

The Street Division is budgeted to replace the paint machines this fiscal year. The issue for the Commission is whether to recommend the City Council authorize this purchase.

BACKGROUND/ANALYSIS

The Street Division is responsible for all street striping within city limits. This is accomplished using two 2004 TMT43 machines; one for white paint and one for yellow. Both have experienced significant wear and tear and have maintenance issues that reflect their age and level of wear. The vehicles that carry the paint machines are underbuilt for the weight they carry — resulting in the requirement to replace suspension parts every few years. The air dryer and paint mixer motors are not operational; there are intermittent electrical issues; the compressor diaphragm has to be rebuilt every year. The E-Z Liner Paint Machine will replace both of the current machines and be a considerable upgrade to the Street Division. Crews will be able to be on the job site longer, resulting in increased efficiency and productivity.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The purchase price utilizing Sourcewell, formerly known as NJPA, is \$232,875.00. The FY 19-20 budget includes \$250,000 to purchase the paint machine. The cost will be split between two funds; \$50,000 from the Equipment Replacement Fund and \$200,000 from the Transportation Fund. The total cost of the truck mounted striping machine, chassis, equipment and delivery are as follows:

EZ Liner Model TS-AL 180 Striping Machine	\$171,410.00
Sourcewell Discount	<u>\$ -5,143.00</u>
Subtotal	\$166,267.00
2019 Mitsubishi Fuso Model FE160 (Gas)	\$ 42,664.00
Sourced Goods (Equipment)	\$ 16,924.00
Delivery	<u>\$ 7,020.00</u>
Total Cost	\$232,875.00

The intent is to utilize the City's annual allocation of Surface Transportation Program (STP) funds for the portion of the purchase budgeted in the Transportation Fund.

TIMING ISSUES

Staff's intent is to make this purchase and have the truck in service prior to the end of the fiscal year on June 30, 2020. If approved by the Commission and Council, staff will order the vehicle as soon as practical and it should be available within six-nine months.

COMMISSION OPTIONS

The Public Works Commission has the following options:

1. Recommend the City Council authorize the purchase of a paint machine from EZ Liner for \$232,875.00; or
2. Request additional information; or
3. Not recommend awarding this purchase.

STAFF RECOMMENDATION

This is an important piece of equipment that is used extensively for maintaining the City's street system. Money has been budgeted and is available to make this purchase. As such, staff recommends proceeding with the purchase of a striping machine.

SUGGESTED MOTION

I move to recommend the City Council authorize the purchase of a new striping machine from EZ-Liner for \$232,875.00 utilizing the Sourcwell cooperative purchasing agreement.

ATTACHMENTS

None

Existing Striping Machine x2



New Striping Machine



**CITY OF ROSEBURG
MEMORANDUM**



DATE: September 24, 2019
TO: Public Works Commission
FROM: Daryn Anderson, P.E.
VIA: Loree Pryce, P.E.
SUBJECT: **Water Project Updates**

The following is a brief status update of current water projects. This is informational only. No action is required by the Commission.

WATER PROJECTS

Telemetry Upgrades

Phase 3 construction is approximately 25% complete. The contractor, Pacific Electric Contractors from Medford, is currently routing and installing electrical conduits throughout the treatment plant. They are also in the process of fabricating and testing electrical control panels in preparation for installation. They have until December to complete the project.

Water Management Conservation Plan

RH2 and the City of Roseburg have been working on the final draft version of the Water Management Conservation Plan. Per the direction of the Oregon Water Resource Department (OWRD), a preliminary draft was recently distributed to UBWA and Roberts Creek Water District for neighboring agency review. Agency comments and final City comments are being incorporated into the final draft that will be submitted to the OWRD for review and approval. The review period is 90 days. The estimated time for Staff to bring to the PW Commission is in January.

West Avenue Transmission Main

Murraysmith has completed a Technical Memorandum summarizing and documenting preliminary engineering for the proposed West Avenue Main Extension. The memo included a pipeline route analysis for three alternative routes, a geotechnical investigation, a wetland determination, an evaluation of pipe size, and a pipe material analysis.

The memorandum recommended the City select Route Alignment A, which parallels the existing 24-inch transmission main. This route is the shortest and most direct route providing the lowest potential construction cost and the least amount of easement acquisition. The memo also recommends that the City selects 24-inch ductile iron pipe. 24-inch ductile iron is within the range of acceptable velocity and peak flow rates for

future anticipated 18 MGD Water Treatment Plant expansion, as well as the maximum practical expanded plant capacity of 22 MGD, without exceeding head loss criteria for a transmission main. 24-inch ductile iron pipe also provides the lowest comparable cost, excellent long-term value, has substantially higher pressure ratings than the minimum requirements, and is resilient in the event of a seismic event, geohazard situation, or slope failure.

The next step for staff is to coordinate with the Cow Creek Tribe of Umpqua Band of Indians to gain access onto tribe property to begin geotechnical explorations and preliminary design of the pipe alignment for alignment route A.