

**CITY OF ROSEBURG
PUBLIC WORKS COMMISSION MEETING
FEBRUARY 14, 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, February 14, 2019 in the Third Floor Conference Room at City Hall.

ROLL CALL: Present: Chair Bob Cotterell, Commissioners John Seward, Stuart Liebowitz, Roger Whitcomb, and, Noel Groshong

Absent: Nathan Reed, Ken Hoffine, Vern Munion, and Fred Dayton

Others Present: Tracy Grauer, resident on Military Ave.

Attending Staff: City Manager Lance Colley, Public Works Director Nikki Messenger, City Engineer Loree Pryce, and Department Technician Chanelle Rogers

APPROVAL OF MINUTES: Seward moved to approve the minutes of the December 6, 2018 Special Public Works Commission meeting. Motion was seconded by Whitcomb and carried unanimously.

Staff introduced Bob Cotterell, Public Works Commission Chair and Loree Pryce, City Engineer, who will be filling Jim Maciariello's position when he retires in couple months.

DISCUSSION ITEMS:

Task Order Award Recommendation 2019 Pavement Management Projects – Overlays:

Messenger informed that staff had previously executed a task order for the grind/inlay project on Stewart Parkway from Aviation to Edenbower which included 90 percent design. Not included was the final design, preparing bid documents or services during bidding. Along with those items also included in this task order is the design, bid documents, and services during bidding for the grind/inlay and or overlay of sections of Garden Valley Blvd, Main St, Beulah St, Alameda Ave, Aviation Dr, and Stewart Parkway. Messenger stated will look at the engineers estimate to determine which of those streets can be funded for construction this fiscal year. Groshong asked if there was an order of preference. Messenger replied the arterials/collectors are highest priority. Discussion ensued regarding funding. Whitcomb asked if traffic volume was also taken into account. Messenger stated the focus is on the pavement condition.

MOTION: Groshong moved to recommend the City Council authorize a task order for 2019 Pavement Rehabilitation design services to Murrsmith, Inc. for an amount not to exceed \$118,737. Motion was seconded by Seward and carried unanimously.

Douglas Avenue Preliminary Design Contract: Messenger stated that Douglas Ave. east of Deer Creek is substandard road with narrow shoulders and no sidewalks or bike lanes. There is a significant multi-family housing planning to develop in the area. Staff would like to get design for Douglas Avenue done as soon as practical to ensure that as new development occurs, it will not interfere with the City's ability to improve Douglas. This section has been identified in the 2006 TSP, Diamond Lake Urban Renewal Plan and the City's Five Year CIP. Messenger informed the City has applied twice for grants, once in 2015 and most recently in 2018 through the Safe Routes to Schools program but neither of those applications were funded. Groshong questioned why staff did a contract with Century West Engineering. Messenger explained that i.e. Engineering is doing the surveying but is also working with the housing development so staff contacted and negotiated a scope with Century West Engineering.

MOTION: Whitcomb moved to recommend the City Council authorize a preliminary design contract with Century West Engineering for the Douglas Avenue Improvements for an amount not to exceed \$98,081. Motion was seconded by Liebowitz and carried unanimously.

Agreement with ODOT to Pre-Fund Design Exit 125: Messenger informed that the northbound Interstate 5 Exit 125 is at or near capacity, which will eventually prohibit development near this intersection. Messenger stated that ODOT had begun a process to study the interchanges at Exit 124 and 125, which was called the Interchange Area Management Plan (IAMP). About one year later ODOT stopped the study because it was determined there was a bigger issue with capacity on I-5 through the Roseburg area. In 2018, ODOT began an analysis of the issue with the I-5 Bottleneck Study from exit 119 to Exit 129. When that study is complete they will start back on the IAMP study. Messenger said that ODOT has some conceptual ideas in mind, but the soonest that they could program money in the Statewide Transportation Improvement Program and begin design would be 2021. If the City were to "pre-fund" the design and/or right-of-way acquisition, it could begin much sooner and potentially lead to construction in 2022. Messenger advised that the City could enter into an agreement with ODOT to fund the design and right-of-way acquisition with ODOT guaranteeing to repay those funds in federal fiscal year 2022. Seward inquired if the proposed project will solve the problem or is it just an interim solution. Messenger replied that it is interim solution. Discussion ensued.

MOTION: Groshong moved to recommend the City Council authorize staff to negotiate an agreement with ODOT for the City to pre-fund the design and right-of-way acquisition for a project at the I-5 Exit 125 Northbound Off-ramp with ODOT reimbursing the City in FY 2022. Motion was seconded by Seward and carried unanimously.

AUDIENCE PARTICIPATION: Tracy Grauer, Military Ave. resident, informed she has lived in Roseburg for 16 years and 13 of those years have been at property on Military Ave. She came to Commission to inform them of the horrible condition of the section of Military Ave from Pilger St. to the City Limits. She said we just keep filling potholes but haven't done any major repaving on it for as long as she has lived there. She mentioned she called last year to see when work would be done on Military and was told it wasn't on the list of streets for that year. Grauer stated that Military Ave. has a nice "country road" feel and she said the other residents and herself aren't wanting full street construction with sidewalks and streetlights they would just like it repaved. Groshong stated that Military is a low traffic road and it would be a major expense to redo that section of road. Colley agreed Military is in bad condition but there are priorities for the funds available which is usually arterials and collectors. Discussion ensued.

INFORMATIONAL ITEMS: Messenger informed the City received Outstanding Performance recognition from the Oregon Health Authority Drinking Water Program. Messenger also mentioned that Commissioner Nathan Reed had sent in his resignation from the Commission.

BUSINESS FROM THE COMMISSION:

NEXT MEETING DATE: March 14, 2019

ADJOURNMENT: Meeting adjourned at 4:31 p.m.

Chanelle Rogers

Chanelle Rogers, Public Works Department Technician

**CITY OF ROSEBURG
MEMORANDUM**



DATE: March 14, 2019
TO: Public Works Commission
FROM: Loree Pryce, P.E.
VIA: Nikki Messenger, P.E., Public Works Director
**SUBJECT: Phase 3 - Water System SCADA Improvements
Project 18WA19, Construction Bids**

ISSUE STATEMENT AND SUMMARY

The City received construction bids for Phase 3 - Water System SCADA Improvements. The issue for the Commission is whether to forward a recommendation to the City Council to award the construction contract.

BACKGROUND/ANALYSIS

In 2014, the City went through a qualifications based selection process and selected RH2 Engineering, Inc. to evaluate the existing Supervisory Control and Data Analysis (SCADA) system and provide a short-term and long-term strategy for upgrading and maintaining the City's system. The "City of Roseburg Telemetry Study" was completed in February of 2015 and includes a recommendation for a series of improvements that will allow the City to implement the entire SCADA water distribution and treatment conversion process in phases.

Phase 1 of the Water System SCADA Improvements was implemented in 2017. It included engineering, SCADA communication design, a City-wide radio survey, SCADA software purchase, SCADA master controller design, and construction of a new radio communication system between Reservoirs 5, 6, & 7 and the water treatment plant.

Phase 2 of the Water System SCADA Improvements was implemented in 2018. It included engineering, SCADA communication design, control system installation and integration at seventeen water system facilities. Phase 2 included pump stations, reservoirs, and control valves.

The design of the Phase 3 SCADA improvements was authorized by Council and began in May 2018. This phase includes design of the control system integration at the City's Winchester Water Treatment Plant and includes the following:

- Replacement of the existing water treatment plant automatic control system
- Installation of electrical, control system, and water quality monitoring equipment throughout the water treatment plant
- Installing telemetry equipment and software at Joanne Pump Station

- Installing radio system equipment, radio antenna masts, solar power system, pressure transmitters, & telemetry equipment and software at the Boyer Reservoir

The project was advertised in February and bids were opened on March 5th. Four bids were received and are summarized below.

#	Bidder	Total Bid
1	Pacific Electrical Contractors, Inc.	\$ 535,610.00
2	Davis Electric	\$ 623,922.00
3	US West Electric	\$ 674,311.00
4	Tecpro	\$ 788,547.00
	<i>Engineer's Estimate</i>	\$ 615,875

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The FY 2018-19 Water Fund Capital budget includes \$1,300,000 for the SCADA project. To date, \$828,932 has been spent in the current fiscal year on various phases of the project. The total project costs for this phase are estimated below:

Design	\$ 93,127
Construction	\$ 535,610
Task Order 10*	\$ 364,381
Contingency	\$ 88,980
Total Estimate	\$1,082,098

Of this total, staff expects to expend approximately \$360,000 more this fiscal year and has included an additional \$900,000 in the FY 19-20 draft Water Fund Capital budget.

**Task Order 10 will include Phase 3 project management services, PLC & HMI software development, startup and testing, & services during construction.*

TIMING ISSUES

The Commission's recommendation will be presented to City Council at the March 25th meeting. If awarded, the Notice to Proceed would be issued in April after execution of the construction contract. The contractor is allowed 240 calendar days to complete the project.

COMMISSION OPTIONS

The Commission has the following options:

1. Recommend the City Council award the contract to the lowest responsible bidder, Pacific Electrical Contractors, Inc. for \$535,610; or
2. Request additional information; or
3. Recommend that Council reject all bids.

STAFF RECOMMENDATION

Money has been budgeted and is available to construct the project. The lowest bidder submitted all required documentation and is considered both responsive and responsible. RH2 Engineering, Inc. has reviewed the bids and recommends award to Pacific Electrical Contractors, Inc. Staff concurs with this recommendation.

SUGGESTED MOTION

I move to recommend the City Council award the Phase 3 - Water System SCADA Improvements Project to the lowest responsible bidder, Pacific Electrical Contractors, Inc., for \$535,610.

ATTACHMENTS

Engineer's letter of recommendation



RH2 ENGINEERING, INC.

www.rh2.com
mailbox@rh2.com
1.800.720.8052

WASHINGTON LOCATIONS

**BOTHELL
MAIN OFFICE**
22722 29th Drive SE, Suite 210
Bothell, WA 98021

BELLINGHAM

EAST WENATCHEE

ISSAQUAH

RICHLAND

TACOMA

OREGON LOCATIONS

**PORTLAND
MAIN OFFICE**
6500 SW Macadam Ave, Suite 125
Portland, OR 97239

MEDFORD

March 5, 2019

Mr. Daryn Anderson, P.E.
Civil Engineer/Project Manager
City of Roseburg
900 SE Douglas Avenue
Roseburg, OR 97470

Sent via: Email

**Subject: Recommendation of Bid Award
Phase 3 – Water System SCADA Improvements**

Dear Mr. Anderson:

The bids for the Phase 3 – Water System SCADA Improvements project were opened at the City of Roseburg City Hall on March 5, 2019, at 2:00 p.m. Of the four (4) bids received, Pacific Electrical Contractors, Inc. submitted the lowest bid.

The total bid amounts are as follows and a complete bid tabulation is enclosed for your records.

Pacific Electrical Contractors, Inc.	\$535,610.00
Davis Electric, Inc.	\$623,922.00
US West Electric	\$674,311.00
Tec Pro	\$788,547.00
Engineer's Estimate	\$615,875.00

One additional bid was submitted from Olsson Industrial Electric that was received by the City at 2:07 PM. This bid was disqualified for not being received prior to the scheduled bid opening and was not opened.

RH2 Engineering, Inc., (RH2) has reviewed the bid proposal from Pacific Electrical Contractors and confirmed that the documentation submitted by Pacific Electrical Contractors is responsive and in accordance with the bid specifications. Pacific Electrical Contractors will also be providing the services specified for control system integration and is listed as a prequalified Control System Integrator in the specifications. RH2 currently has two (2) ongoing projects with Pacific Electrical Contractors, one in Klamath Falls and one in Medford, and has worked with Pacific Electrical Contractors on approximately four (4) projects over the last five years. RH2 has had positive experiences working with Pacific Electrical Contractors on past projects. Based on this review, RH2 recommends that Pacific Electrical Contractors be awarded the contract for this project.



Mr. Daryn Anderson
March 5, 2019
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If you have any questions regarding this recommendation, please feel free to contact me at (425) 951-5358 or croberts@rh2.com.

Sincerely,

RH2 ENGINEERING, INC.

Two handwritten signatures in black ink. The first signature is a stylized "CR" for Chris Roberts. The second signature is a more complex, cursive signature for Daryn Anderson.

Chris Roberts, PE
Project Manager

CR

Enclosures: Bid Tabulation

**CITY OF ROSEBURG
MEMORANDUM**



DATE: March 14, 2019
TO: Public Works Commission
FROM: Loree Pryce, P.E.
VIA: Nikki Messenger, P.E., Public Works Director
**SUBJECT: Phase 3 - Water System SCADA Improvements
Engineering Task Order Authorization
18WA19**

ISSUE STATEMENT AND SUMMARY

The City has a master contract with RH2 Engineering, Inc. for engineering services related to the supervisory control and data acquisition (SCADA) system project. The issue for the Commission is whether to forward a recommendation to the City Council to authorize a task order related to construction services for Phase 3 of the project.

BACKGROUND/ANALYSIS

In 2014, the City went through a qualifications based selection process and selected RH2 Engineering, Inc. to evaluate the existing SCADA system and provide a short-term and long-term strategy for upgrading and maintaining the City's system. The "City of Roseburg Telemetry Study" was completed in February of 2015 and includes a recommendation for a series of improvements that will allow the City to implement the entire conversion process in phases.

On December 14, 2015, Council awarded a Master Design Contract to RH2 Engineering, Inc. with the understanding that each task order would be negotiated based on the work being accomplished.

The proposed task order (Task Order No. 10) provides services during construction and control system software development for Phase 3 implementation of the City's new SCADA system. This phase includes adding new SCADA communication equipment to the following facilities:

1. Boyer Reservoir
2. Joanne Pump Station
3. Sunshine Park Repeater
4. Winchester Water Treatment Plant

The following (6) six remote facilities have existing SCADA and do not require new equipment or upgrades. They will be switched over from the old SCADA system to the new SCADA system.

5. Dixonville PS #2
6. Dixonville PS #3
7. Dixonville PS #5
8. Dixonville PS #6
9. Grange Reservoir
10. Cattle Drive Reservoir

Major project components for this task order include the following:

- Project management services
- Programmable logic controller (PLC), operator interface (OI), and human machine interface (HMI) software development to control and monitor equipment at the sites.
- Startup, testing, commissioning, and training of each new control system, HMI software, alarm notification system, and operations and maintenance (O&M) material.
- Services during construction.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The proposed cost of the task order is \$364,381 based on the following estimate for each major task.

1. Project Management Services	\$ 17,466
2. PLC Software Development, Startup, & Testing	\$223,349
3. HMI Software Development, Startup & Testing	\$ 88,317
4. Services During Construction	<u>\$ 25,249</u>
Total Task Order	\$364,381

The total project costs for this phase are estimated below:

Design	\$ 93,127
Construction	\$ 535,610
Task Order 10	\$ 364,381
Contingency	<u>\$ 88,980</u>
Total Estimate	\$1,082,098

Of this total, staff expects to expend approximately \$360,000 more this fiscal year and has included an additional \$900,000 in the FY 19-20 draft Water Fund Capital budget.

TIMING ISSUES

If the Commission recommends awarding the construction contract and this task order, both will be presented at the March 25th City Council meeting. Work on the project is expected to begin in April and be completed by the end of the year.

COMMISSION OPTIONS

The Commission has the following options:

1. Recommend that the City Council authorize a task order for RH2 Engineering, Inc. for an amount not to exceed \$364,381; or
2. Request additional information; or
3. Recommend that the Council not authorize the task order and not move forward with the project at this time.

STAFF RECOMMENDATION

Money has been budgeted and is available to complete this project. Staff recommends that the Commission forward a recommendation to the City Council to authorize the task order with RH2 Engineering, Inc.

SUGGESTED MOTION

I move to recommend the City Council authorize a task order for engineering services for Phase 3 of the Water System SCADA Improvements with RH2 Engineering, Inc. for an amount not to exceed \$364,381.

ATTACHMENT

None