

**PUBLIC WORKS & UTILITIES ADVISORY COMMITTEE
MINUTES
November 19, 2014**

ATTENDANCE:

	MEMBERS	PRESENT	
		Yes	No
Chair:	Tom Sylte (At-Large)	X	
Vice Chair:	Mark Hines (Engineer)	X	
	Tyler Miller (Engineer)	X	
	Dan Barton (Contractor)		X
	Robin Matti (Supplier)	X	
	Ken McKillop (Contractor)	X	
	Mike Oakley (At-Large)	X	
	Meeting Quorum	X	
City Staff:	Dustin Hamilton, Director of Engineering	X	
	Kurt Siebenaler, City Engineer	X	
	Heath VonEye, City Engineer	X	
	Kendall Glover, Utilities Director		X
	Kent Clark, Public Works Operations Manager	X	
	Michael Foote, Sustainability Manager		X
	Jill McCarty, Administrative Support	X	

I. Call to Order

Meeting was called to order at 5:50 p.m. by Tom Sylte, Chair.

II. Personal Appearances

None.

III. Approval of Minutes

Robin Matti made a motion to approve the minutes and Mark Hines seconded the motion. All were in favor.

IV. Old Business

Waste Diversion Program/Recycling

In his absence Sustainability Manager Michael Foote provided the committee with a hand out of updates. It included information that the yard waste curbside collection ended November 14 while the drop-off site is to remain open until the end of November. The food waste program has had 396.89 tons collected, and the recycling program has seen 272 tons recycled.

Mix Designs

Dustin said he had talked to a representative from ICM but an application was not submitted. Dustin let the committee know that representatives from the asphalt paving industry can be given the opportunity to attend a future meeting for the purpose of discussing RAP/RAS (recycled asphalt pavement/recycled asphalt shingles).

As well, a subcommittee can be formed to work through some of mix design issues. Tyler thought the issues should be presented first to the committee to see if there are any options out there to further discuss.

Stormwater Ordinance

Three main forms were shown to the committee. The ordinance language has been sent to the City Attorney for finalizing by him. An open house will be held with contractors, builders and others associated with the new ordinance after the holidays. Currently the Building Inspection and Engineering divisions are working on the implementation of the ordinance.

Project Update and FY 2015 CIP

Dustin said the Gillette Avenue Improvements project is now completed. And the 1% optional sales tax was passed in the November elections.

Projects set for construction in the spring/summer of 2015 are currently in the design phase, and the preparation of the capital improvements plan (CIP) for fiscal year 2015/2016 will begin early in 2015.

The remodeling of the 1st floor of city hall began work in the first part of October, and will include the Judicial, Human Resources, Customer Service, City Clerks and Police Department, as well as the Council Chambers. This remodeling was not part of the 1% optional sales tax fund.

On-going projects include the YES House Girl's Cottage and the Softball/Baseball Complex.

Standard Specs – Modifications or Adjustments

Labor Rates:

Article 11 and 12 of the General Conditions, and paragraphs SC-11.01 through SC-12.01 of the Supplementary Conditions from the 2012 Standard Construction Specifications were given to the committee for review on the labor rates, specifically the foreman pay.

Ken McKillop thought if the foreman is doing work for the project, even going to purchase parts, that should be able to be billed for that T & M. Tom Sylte and Mark Hines said they have run across this same issue in the past, and Ken said if it is billed as an operator, then it is a conflict due to double-billing.

Mark thought if the superintendent is stopping at different job sites it could be portioned between the different jobs. Tyler stated the foremen could be working on a job but not be physically on the site, i.e. on the phone, getting parts and materials, etc.

Kurt thought good communication with the RPR and foreman would help so documentation could be made, and if issues were seen a meeting could be held.

Mike Oakley thought it should be discussed or documented right away. That if the issues were not settled that day or recorded that day then it's not tracked right and issues arise.

Ken said Mike Cole brought a situation on the Gillette Avenue project to his attention, and the ticket got changed in the office after the fact. Dustin said he could contact Mike Cole at HDR Inc. to see what the specific issue was.

Mark said a 25% markup would only cover the minimum fringe benefits, but a flat percentage keeps it simple for everyone. Tyler said 50% was more accurate for what Earthworks provides to their employees. Tom said mostly it is just a standard rate - overhead and profit can be applied to cost of work as defined in the General Conditions.

Heath said they will work towards finding clarity and will bring it back to the committee.

Utility Line Crossing, Exploratory Drillings:

Section 02210 and 02220 from the 2012 Standard Construction Specifications were given to the committee for review on utility line crossing. As well, Kurt provided a handout containing three examples of consultant's wording for underground facility locates from past projects.

Dustin said the Basis of Payment and Method of Measurement didn't correspond well. Ken thought that it depends on the engineer. One of the examples Kurt handed out spells out and includes exploratory excavations. Dustin said it was needed to address the Method of Measurement and Basis of Payment.

In Section 02220 of the Construction Specs, Paragraph 3.10 Exploratory Excavation, Mark said that was used if the locator doesn't find the original locate, and exploratory excavation might need rewording to clarify it more.

In paragraph 4.02 of the same section, Dustin said that Exploratory Excavation could be put in Mobilization (Section 1020). The Basis of Payment needed changed to "Exposure of Existing Structure" as it could be anything. Mark wanted to clarify what utility locates are and have the method of payment more defined.

Ken has said he had parallel locates and every so-many joints they were given a crossing. Kurt said they can go back and make it all incidental. Ken thought if it was incidental then the contractors would understand it. Tyler thought it helps having it on the bid tab. Kurt asked if it is in bid items under trench excavation and embankment, do bid items apply to the subgrade excavation as well?

Mark said in Sheridan the utilities locates was its own section.

Heath said the exploratory excavation, utility locate and utility line crossing will be retained but will fine tune it to make more sense. He also suggested removing Section 0220.02 Underground Facility Locates.

Mark thought there should be three bid line items. Ken thought a 3.10 should be added and put as Utility Locates and define exploratory excavation. Kurt asked if it should be paid each or per time, and Dustin thought to make it each. Dustin also said to scratch one-call and add it under mobilization, and to use a lot of Kurt's handout language from PCA.

V. New Business

Kent Clark gave an update of the city's Public Works Department. He said apogee and ice slicer is being used on snow (apogee being a liquid deicer that is not as corrosive as ice slicer). Kurt said the ice slice has been used for approximately 15 years and is put down like salt. The Streets Division is also using salt brine as a pre-wetting agent at the major intersections in town.

Dustin let the committee know there has been one application for the positions of engineer, and supplier, and two applications each for the positions of at-large and contractor on the committee. New appointments are scheduled to be made at the Dec. 16 council meeting.

Robin asked if there were any new wells bidding. Dustin said in the spring and summer there should be.

VI. Other Business

Next meeting: December 17, 2014.

VII. Adjournment

Meeting adjourned at 7:16 p.m.