

## REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

January 21-22, 2015

The Idaho Transportation Board met at 1:00 PM, on Wednesday, January 21, 2015, at the Idaho Transportation Department District 3 Office in Boise, Idaho. The following principals were present:

Jerry Whitehead, Chairman  
Janice B. Vassar, Member – District 2  
Julie DeLorenzo, Member – District 3  
Jim Kempton, Member – District 4  
Dwight Horsch, Member – District 5  
Lee Gagner, Member – District 6  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Larry Allen, Lead Deputy Attorney General  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Workshop: Revenue Issues. Jim Riley with the Idaho Transportation Coalition (ITC) summarized efforts to address the state's insufficient funding for surface transportation. The 2010 Governor's Task Force on Modernizing Transportation Funding identified a \$543 million annual shortfall in transportation funding. Of that, \$262 million is needed annually to preserve the system in the condition it is in today. The ITC, which is supported by about 45 businesses throughout the state, has a communications plan emphasizing the safety, economic opportunities, and personal benefits of a good transportation system. It is also focusing on the fiscal responsibility of maintaining the existing system, as the American Association of State Highway and Transportation Officials found that every \$1 spent on highways in good condition can save up to \$14 if the repairs are postponed until the road is in bad condition.

Chairman Whitehead thanked Mr. Riley for the informative presentation.

WHEREUPON the workshop recessed at 2:45 PM.

January 22, 2015

The Board reconvened at 8:30 AM on Thursday, January 22, 2015, at the Idaho Transportation Department, Boise, Idaho. All members were present except Vice Chairman Jim Coleman, who participated via teleconference.

Executive Assistant to the Board (EAB) Higgins requested pulling two items from the agenda. Staff would like additional time to review the information provided in the state-owned dwellings report and District 1 obtained new information on the SH-5, Plummer Railroad Bridge project yesterday, so it needs to revisit that project.

Member Vassar made a motion to amend the meeting agenda to remove the annual report on the status of state-owned dwellings and the SH-5, Railroad Bridge, Plummer agenda items. Member DeLorenzo seconded the motion and it passed unopposed.

Board Minutes. Member DeLorenzo made a motion to approve the minutes of the regular Board meeting held on December 18, 2014 as submitted. Member Gagner seconded the motion and it passed unopposed.

Consent Items. Member Gagner made a motion, seconded by Member Horsch, and passed unopposed to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-01 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the

consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the addition of three transit, vehicle replacement projects to the Statewide Transportation Improvement Program (STIP); the addition of STC-7874, North Polk Street Safety Improvement Phase 2, Moscow and removal of STC-7664, 6<sup>th</sup> Street, Asbury to Jefferson, Moscow to reflect changes to the STIP; the addition of the Local, Lewiston Partnership, Phase 2 project to the Program; and contract awards.

- 1) Add Three Transit, Vehicle Replacement Projects to the STIP. The Community Planning Association of Southwest Idaho requests the addition of three new transit projects funded with 5339 Rural funds: FY15 Vehicle Replacement, Parma Senior Center for \$42,000; FY15 Vehicle Replacement, Melba Senior Center for \$42,000; and FY16 Vehicle Replacement, Kuna Senior Center for \$48,000. Staff also requests approval to amend the STIP accordingly.
- 2) Add STC-7874, North Polk Street Safety Improvement Phase 2, Moscow and Remove STC-7664, 6<sup>th</sup> Street; Asbury to Jefferson, Moscow. The City of Moscow requests the addition of STC-7874, North Polk Street Safety Improvement Phase 2 to FY15 at a cost of \$133,000. It also requests the removal of STC-7664, 6<sup>th</sup> Street; Asbury to Jefferson, Moscow in the amount of \$133,000 from the Program. Staff requests approval to amend the STIP accordingly.
- 3) Add Local, Lewiston Partnership, Phase 2 to the STIP. The City of Lewiston, the Lewiston School District, and Lewis Clark State College have been working on extending an existing trail and sidewalk system in Lewiston. A savings was realized on Phase I of the project, so the partners request approval to proceed with Phase II for \$27,000. Additionally, staff requests approval to amend the STIP accordingly.
- 4) Board Approval of Contract Awards. The low bid on key #13528 – SH-75, Big Wood River Bridge to Alexander Ross, Blaine County, District 4, was more than ten percent over the engineer's estimate, requiring justification. The major differences between the engineer's estimate and low bid were in the Superpave Hot Mix Asphalt Including Asphalt 7 Additive Class Special 6, Snow Pole Type F, and Field Laboratory items. The Superpave item was presumably bid higher due to the length of haul, increasing oil prices, the required thickness and width of the overlay, and the air temperature. The District does not believe re-bidding the project would result in lower bids and would like the project completed during the 2015 construction season. Low bidder: Lakeside Industries Inc. dba Valley Paving - \$1,771,342.

The low bid on key #12958 – SH-46, Bob Barton Road Bridge, District 4, was more than ten percent over the engineer's estimate, requiring justification. The major differences between the engineer's estimate and low bid were in the Borrow, Granular Subbase, ¾-inch Aggregate Type B for Base, Superpave Hot Mix Asphalt Including Asphalt 7 Additive Class Special-5, and Special Bridge Precast Concrete Stiffleg items. The Superpave item was bid higher due to the length of material haul, higher oil prices, and the small quantity. The higher bids for the Borrow, Granular Subbase, and ¾-inch Aggregate Type B for Base were due to the long hauling distance to a remote site. The District does not believe re-advertising the project would result in a savings, so recommends awarding the contract. Low bidder: Western Construction Inc. - \$1,857,778.

The low bid on key #12406 - SH-46, Cedar Draw and W-9 Canal Bridges, District 4, was more than ten percent over the engineer's estimate, requiring justification. The main discrepancy between the engineer's estimate and low bid was in the Special Bridge Precast Concrete Stiffleg Culvert, Excavation, Superpave Hot Mix Asphalt Paving Including Asphalt and Additives Class Special and Special 2T, and Survey items. The higher bid was due to the small volume of paving and the required staging. The construction of the bridges must be done during the canal off-season. The District does not believe re-advertising the project would result in lower bids, so recommends awarding the contract. Low bidder: Cannon Builders Inc. - \$1,258,446.

The low bid on key #12476 – US-93, Arco to Salmon Bridge Preservation, District 6, was more than ten percent over the engineer's estimate, requiring justification. The difference between the engineer's estimate and low bid is due to Mobilization. The low bid reflects the perceived risk associated with the remoteness of the area and the distance to the various construction sites. Staff does not believe there is a potential for savings if the project is re-advertised, so

recommends awarding the bid. Low bidder: Cannon Builders Inc. - \$1,245,235.

The low bid on key #12478 – US-20 and I-15, Idaho Falls Area Bridge Preservation, District 6, was more than ten percent over the engineer's estimate, requiring justification. The major differences between the engineer's estimate and low bid were in the Painting Structural Steel, Concrete Bridge Deck Removal, Special Bridge Diamond Grind Deck, and Mobilization items. Staff does not believe the Painting Structural Steel estimate considered environmental mitigation, the need to complete the work quickly, nor the sole paint contractor available for this type of work. The engineer's estimate did not consider the additional passes that will be required for the Special Bridge Diamond Grind Deck work, which will also result in additional traffic control. The District does not believe there is a potential for savings if the project is re-bid and recommends awarding the contract. Low bidder: Cannon Builders Inc. - \$1,487,856.

Board Meeting Dates. The following meeting dates and locations were scheduled:

February 23, 2015 – Boise

March 24-25, 2015 – Boise

April 29-30, 2015 – District 2

Informational Items. 1) State FY15 Financial Statements. Through November, the Highway Distribution Account revenues are ahead of the forecast by 3.4%. State revenues to the State Aeronautics Fund are ahead of projections by about 4%. Expenditures are within planned budgets with the exception of the Facilities Program, which were more than expected due to a timing difference between planned and actual expenditures plus encumbrances for building projects.

2) Monthly Reporting of Federal Formula Program Funding for December. The Moving Ahead for Progress in the 21<sup>st</sup> Century federal transportation act was extended through May 2015. The partial-year level of funding provides a prorated share of \$199 million with match. Of the \$44.1 million currently available for the state highway system, \$19.4 million remains. Of the \$10.8 million for the other programs, such as Metropolitan Planning, Community Choices, Surface Transportation – Local Urban, Local Rural, and Surface Transportation Program – Transportation Management Area, about \$5.8 million remains to be expended.

3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed three professional service agreements from December 1 to December 31 in the amount of \$124,400.

4) Status: FY16 Appropriation Request – Governor's Recommendation. The Governor released his FY16 budget recommendation. Some of the changes to the Department's budget include a reduction of 28 full time equivalent positions, however, the funding is to be retained; a reduction of \$876,200 to the construction program due to a lower revenue forecast from the Cigarette Tax; a reduction of \$550,400 for health insurance; and a 3% change in employee compensation totaling \$1,837,900.

5) Contract Awards. Keys #13069 and #13070 – SH-21 and SH-75, FY16 District 4 West Districtwide Sealcoat and FY16 District 4 East Districtwide Sealcoat. Low bidder: Knife River Corporation - Northwest - \$1,849,403.

Key #12898 – STC-3757 Bowmont Road, Lynwood to SH-45. Low bidder: Knife River Corporation - Northwest - \$933,933.

6) Professional Services Agreements and Term Agreement Work Tasks Report. From December 1 through December 31, 19 new professional services agreements and work tasks were processed, totaling \$1,217,348. Three supplemental agreements to existing agreements were processed during this period in the amount of \$116,500.

7) Administrative and Legal Settlements of Right-of-Way Acquisitions. From July 1 through December 31, 2014, the Right-of-Way Section processed 45 parcels. There were 12 administrative settlements and zero legal settlements during this time frame.

8) North Grape Street Bridge, Shoshone. In 2007, the City of Shoshone secured consultant services for \$194,000 to design the North Grape Street Bridge project, key #9852. At that time, the policy limit for task agreements was

\$250,000. Three supplemental agreements for \$55,850 have been issued for a total of \$249,850. A \$20,000 supplemental agreement for an update of the structural design and additional surveying work has been requested. The total amount will exceed the \$250,000 limit in effect at the time of the original agreement; however, it is below the current threshold of \$500,000, which has been in policy since 2011.

Director's Report. Director Ness said the legislative outreach meetings were conducted last month. Overall, he believes they were successful. He reported on some commendations, including Governor Otter's recognition of ITD in his State of the State address last week. In conclusion, he said he will be summarizing the Department's 2014 achievements, the focus areas for 2015, and revenue concerns during the joint germane presentation this afternoon.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board/report.htm>.

Chief Deputy Stokes recognized Highway Safety Manager (HSM) Brent Jennings for his assistance with the reorganization of the Division of Transportation Performance. That division was eliminated and HSM Jennings was instrumental in the reorganizational efforts and the transition. Idaho's highway fatalities totaled 186 last year, resulting in a five-year average below 200, which is the goal. CD Stokes expressed appreciation for HSM Jennings' leadership and also the numerous partners that are helping to reduce traffic fatalities and serious injuries.

Char McArthur, Chief Administrative Officer, said some of her activities involved the distribution of the re-formatted Annual Report and follow-up visits to every District. She is placing a strong emphasis on customer service. She also reported on innovations and efficiencies that are resulting in savings.

Chief Operating Officer Jim Carpenter reported on the three expansion projects. The US-20, Thornton Interchange project is on the shelf, ready to be advertised. District 2 is still working on the Final Environmental Impact Statement for the US-95, Thorn Creek to Moscow project. It hopes to receive the environmental approval by June. The US-95, Council Alternate Route project is on schedule, with right-of-way acquisition underway. He commended all of the Districts for improving their winter maintenance metrics from last year. In conclusion, he elaborated on the horizontal career path, which has been approved by the Division of Human Resources and Division of Financial Management. The transportation technicians will pilot the project. The steps involve training, demonstrating the new skills learned, and meeting performance measures. He noted that it was a collaborative team effort to develop this system.

Brenda Williams, Chief Human Resources Officer, elaborated on the horizontal career path, which will compensate employees based on their skills. Upon completion of specified training, demonstrating proficiency of those skills, and meeting performance measures, employees will receive a pay increase. The expectations for each step are clearly defined for the employees. She also mentioned activities to improve the culture and she recognized 11 employees who retired since November with a combined 280 years of service.

Legislative Update. Governmental Affairs Manager (GAM) Mollie McCarty said the Department's rules have been presented to the Senate Transportation Committee, but have not been approved yet. Two of ITD's legislative proposals related to cleaning-up Division of Motor Vehicles' language have been approved to print. Member DeLorenzo has been re-appointed to the Board, but her confirmation hearing has not been scheduled yet. Some of the other legislative proposals staff is monitoring relate to special license plates and utility vehicles.

Expiring Resolutions. EAB Higgins presented four resolutions that have expired. The first one, #95-01 adopts Robert's Rules of Order and addresses late agenda items. The consensus of the Board was to incorporate the use of Robert's Rules of Order into a policy and to take no action on the language regarding late agenda items.

Resolution Number 04-57 provides guidance on the state aircraft operation. EAB Higgins said most of that language has been incorporated into policies except the requirement for an annual report to the Board on the state aircraft pool. The Board concurred with adding the requirement for an annual report in Administrative Policy 5037 Aeronautical Activities.

EAB Higgins said the Board approved #06-75 to address a concern that a local public agency was going to discontinue maintaining landscaping along state highways even though the two entities had an agreement stating the local public

agency was responsible for the landscaping. The resolution states that agreements with local entities are to be considered legally binding. The consensus of the Board was to take no action on this expiring resolution.

Resolution #06-77 supports local option taxes as a funding tool and supports local option taxing authorities for transportation purposes. EAB Higgins said this was in response to the Coalition for Regional Transportation's request to support legislation to this effect in 2006. The consensus of the Board was to take no action on this expiring resolution.

Trucking Advisory Council (TAC) Membership Appointment. Motor Carrier Services Manager (MCSM) Reymundo Rodriguez recommended appointing Frank Buell to the TAC, representing District 1, through December 31, 2017. Staff is continuing to solicit interest for the vacant District 6 position.

Member Vassar made a motion, seconded by Vice Chairman Coleman, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Department recognizes the ongoing need to  
ITB15-02 stay involved with the Idaho trucking industry as partners in highway transport, safety, operations, and freight management; and

WHEREAS, the Idaho Transportation Board has authority to establish internal structures deemed necessary for its duties; and

WHEREAS, the Motor Vehicle Administrator, in consultation with the trucking industry, recommends the following person to terms as a member of the Trucking Advisory Council:  
District 1 Member Frank Buell, January 2015 – December 31, 2017

*NOW THEREFORE BE IT RESOLVED*, that the Board accepts the recommendation of the Motor Vehicle Administrator, establishing the Trucking Advisory Council with members and terms of service; and

*BE IT FURTHER RESOLVED*, that the Board appoints Frank Buell to serve on the Trucking Advisory Council with a term from January 2015 through December 31, 2017; and

*BE IT FURTHER RESOLVED*, that the Board directs staff to provide the necessary administrative support to the Trucking Advisory Council for the efficient and timely disposition of its duties to the Board.

Legislative Proposals Analysis. Jerry Deckard with CapitolWest Public Policy Group, representing the Associated Logging and Log Hauling Contractors of Idaho, summarized revisions made to proposed legislation since he presented the drafts last month. Section 49-1002, Idaho Code was amended to allow only the steer axle tires to be governed by the manufacturer's load rating or the load rating of the steer axle but the steer axle cannot exceed 20,000 pounds overall. He said he would appreciate the Board's support of the legislative proposal.

Chairman Whitehead thanked Mr. Deckard for addressing his concerns.

Member DeLorenzo noted that staff recommends monitoring the legislation and providing information as needed. MCSM Rodriguez said that staff does not have any concerns with the proposed legislation.

Member Kempton made a motion to support the proposed revisions to Section 49-1002, Idaho Code, as presented. Member Horsch seconded the motion and it passed unopposed.

Chairman Whitehead expressed support for the clarifying legislation, as the language in Idaho Code is confusing and is not being interpreted uniformly.

Mr. Deckard mentioned the other legislative proposal presented last month. Changes to Idaho Code 49-1011 allow

refuse/sanitation trucks transporting refuse to exceed legal weight up to 2,000 pounds in excess of any axle, bridge or gross vehicle weight limits established in Idaho Code 49-1001. He asked the Board to consider supporting that proposal.

Because the draft legislation was not provided at the meeting, the Board will revisit it next month.

Vice Chairman Coleman left the meeting at this time.

Annual Report on Aeronautics Activities. Aeronautics Advisory Board (AAB) Chairman Rodger Sorensen reported on the use of unmanned aircraft systems, also known as drones. The technology has extensive economic potential; however, safety of the airspace needs to be the top priority. The Federal Aviation Administration is continuing to develop regulations for drones. AAB Member Colleen Back said the aviation industry appears to be growing, but it is not at the pre-recession level of 2007. The decrease in fuel costs is positively impacting most businesses. She also mentioned efforts to rebuild the Big Creek lodge, which was destroyed by fire in 2008. The Division of Aeronautics is providing some assistance, such as supplying tie-downs. AAB Member Chip Kemper said both the agriculture and general aviation industries are doing well, but eastern Idaho's aviation fire activity was down this past year. Overall, the projections for the aviation industry are positive.

Aeronautics Administrator (AA) Mike Pape said the 2013 aircraft registration increase resulted in an additional \$150,000 for backcountry airports and the safety program. The Idaho Airport Aid Program's budget for FY15 is \$765,000. Staff is helping implement the airport land use and zoning legislation and has been providing education on that law. The volunteer program continues to be a valuable asset, as 192 man hours provided assistance with maintenance activities at state-owned airports. Usage of the state airports was up 10%. The King Air flew 174 hours in FY14, which was down from 196 hours in FY13. The avionics system was recently overhauled, providing additional safety features. The Cessna 206 flew 80 hours in FY14, which was an increase from 71 hours the prior year. The Cessna 182 recorded 65 hours, which was a decrease from 99 hours in FY13.

AA Pape said some of the safety, education and outreach efforts this past year included the development of standard operating procedures for the five largest recreational airstrips, hosting the annual Aviation Career Academy, and publication of the Rudder Flutter newsletter. Last year, there were 30 aviation accidents with 6 fatalities in Idaho compared to 33 accidents with 12 fatalities in 2013.

The Board commended the AAB and AA Pape for the informative report.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 11:25 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345 (a) and (f). Member Horsch seconded the motion and it passed 5-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 12:30 PM.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 12:30 PM; however, the Board attended the Department's annual presentation to the Senate Transportation and House Transportation and Defense Committees at the State Capitol Building.

signed

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JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
February 23, 2015  
Boise, Idaho

