

REGULAR MEETING AND DISTRICT TWO TOUR
OF THE IDAHO TRANSPORTATION BOARD

April 18-19, 2018

The Idaho Transportation Board convened at 11:00 AM on Wednesday, April 18, 2018 in Lewiston, Idaho. The following principals were present:

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

Board Minutes. Member Vassar made a motion to approve the minutes of the regular Board meeting held on March 14-15, 2018 as submitted. Member Horsch seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:
May 16-17, 2018 – District 5
June 20-21, 2018 – District 4
July 18-19, 2018 – District 6

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

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-explanatory items that can be approved in one motion; and
ITB18-10

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 2017 Children Pedestrian Safety update; advancing US-12, Valley View Drive Turnbay from FY21 to FY18; advancing FY19 Elmore County Sealcoats to FY18; modifying the Americans with Disabilities Act Ramp Program; the HDR term agreement extension; exceeding the \$1 million limit on consultant agreement with WSP; the request to exceed \$1 million professional services agreement limit; the request to exceed \$1 million professional services agreement limit; the request to exceed \$1 million professional services agreement limit; the request to exceed \$1 million professional services agreement limit; the request to exceed \$1 million professional services agreement limit; Hammett Business Loop and Union Pacific Railroad Bridge; and contracts for award.

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1) 2017 Children Pedestrian Safety Update. The City of Marsing has requested a decrease in its Children Pedestrian Safety project from \$175,000 to \$35,326. The Local Highway Technical Assistance Council and staff request approval to decrease the City of Marsing's project to \$35,326 and to direct \$100,000 of those savings to the City of Shelley for a High Intensity Activated Crosswalk at the intersection of US-91 and Locust Street.

2) Advance US-12, Valley View Drive Turnbay. Staff requests the advancement of US-12, Valley View Drive Turnbay, key #20011 from FY21 to FY18 using prior year closeout funds. The \$680,000 safety project has been delivered for advertisement.

3) Advance FY19 Elmore County Sealcoats. Staff requests advancing the \$1,325,000 FY19 Elmore County Sealcoats project, key #19961, to FY18 utilizing prior year closeout funds. The project has been delivered for advertisement.

4) Modify the Americans with Disabilities Act (ADA) Ramp Program. Due to previous modifications, funding opportunities are available to advance three ADA Ramp projects. Staff requests advancing the projects and adjusting the Idaho Transportation Improvement Program. The sponsors concur with advancing the projects from FY19 to FY18: US-93, Twin Falls 11 ADA Ramps, key #20369 - \$60,000; SH-51, Mountain Home 14 ADA ramps, key #20393 - \$59,550; and US-20, Idaho Falls 5 ADA ramps - \$30,000.

5) HDR Term Agreement Extension. HDR was selected to perform wetland delineation, hydraulic analysis and report, and topographic and right-of-way survey for the SH-46, Big Wood River Bridge project, key #20623. To meet the Plans, Specifications, and Estimates (PS&E) delivery date of September 2018, staff requests approval to exceed the consultant term agreement limit of \$1,500,000 by approximately \$71,000 so HDR can continue work on this project.

6) Request to exceed the \$1 Million Limit on Consultant Agreement with WSP. The I-90, Blue Creek Bay Bridges project, key #19431, was expected to be completed in three phases. WSP was selected to develop the bridge asset management plan as part of Phase 1 for \$255,600. Phase 2 includes preliminary design through PS&E for \$555,000. The project has been awarded for construction and staff requests using WSP as the Engineer of Record, which will bring the total agreements for WSP to \$1,155,400, exceeding the \$1 million limit.

7) Request to Exceed \$1 Million Professional Services Agreement Limit. In July 2017, the Board approved exceeding \$1 million for Phase I of the I-84, Karcher Road Interchange to Franklin Boulevard Interchange project, key #20315. Parametrix was selected to perform engineering services, and is nearing completion of Phase I, which totaled \$5,287,600. Phase II, estimated to cost between \$5 million and \$6 million, includes a number of tasks, including the remainder of the design services through PS&E. Design services are programmed at \$12 million. Staff requests approval to exceed the \$1 million professional services agreement limit.

8) Request to Exceed \$1 Million Professional Services Agreement Limit. Horrocks Engineers was selected to complete Phase I for the I-84, Caldwell to Karcher Road Interchange Environmental Study, key #20351. This work is nearing completion and the remainder of the services has been scoped as Phase II. The environmental study and design services for the entire

corridor are programmed for \$12.8 million. The Phase I agreement was negotiated to be \$992,600 and the Phase II agreement is estimated to cost \$2.5 million to \$3 million. Staff requests approval to exceed the \$1 million professional services agreement limit.

9) Request to Exceed \$1 Million Professional Services Agreement Limit. At the December 2017 meeting, the Board authorized \$6 million for the preliminary engineering of the SH-16, I-84 to US-20/26 corridor, key #20788. A Request for Proposals has been issued for an engineering firm or team. Staff anticipates using a phased approach to contract for the preliminary engineering services and estimates the agreement will be between \$1 million and \$6 million. It requests approval to exceed the \$1 million professional services agreement limit.

10) Request to Exceed \$1 Million Professional Services Agreement. In September 2017, the Board approved exceeding the \$1 million professional services agreement limit for preliminary field work and engineering services for the US-95, Granite North project, key #20350. The agreements for Phase 1 and 2 totaled \$1,135,100. Negotiations for Phase 3, estimated between \$1 million and \$1.5 million, are underway. Staff requests approval to exceed the \$1 million professional services agreement limit.

11) Hammett Business Loop and Union Pacific Railroad (UPRR) Bridge. The Hammett UPRR Bridge, key #13930, has been companioned with the I-84 Business Loop project, key #13947, because of their proximity to each other. HDR was selected through a Request for Proposal to complete the design of the project in two phases. The phase 1 agreement was \$439,500 and phase 2 for final design through PS&E was for \$582,600 with Board approval to exceed the \$1 million professional services agreement limit in December 2016. In September 2017 the Board approved a supplemental agreement of \$47,700. HDR was selected to perform the Engineering of Record services during construction for \$107,000, which would bring the total agreement amount to \$1,176,800. Staff requests approval to exceed the consultant agreement amount of \$1 million.

12) Contracts for Award. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification. The Superpave Hot Mix Asphalt Pavement Special-5, Overhead Bridge Sign Structure, Excavation Schedule No. 1, Excavation Schedule No. 2 Rock Excavation, Granular Subbase, and Concrete Class 50 Schedule No. 2 items were bid significantly higher than the engineer's estimate on key #18881 – I-84, I-86 Salt Lake System Interchange, District 4. The Superpave Hot Mix Asphalt Pavement Special-5 item was presumably bid higher due to plans to utilize a local contractor. The Overhead Bridge Sign Structure item was bid higher because some of the structures are larger than normal because they will span three lanes of traffic. The two excavation items were probably bid higher because not all of the excavated material can be utilized within the project, so there will be some material that will have to be hauled off and wasted. Staff did not have a recent unit price for the Concrete Class 50 Schedule No. 2 item, so based it on similar concrete items. The District does not believe re-advertising the project would result in better bids, so it recommends awarding the contract. Low bidder: Wadsworth Brothers Construction Company, Inc. - \$27,637,449.

The major differences in the engineer's estimate versus the low bid on key #11244 – East Oneida Street, Preston, District 5, were in the 48" Pipe Culvert; 54" Pipe Culvert; MSE

Retaining Wall – Welded Wire; and Supervision, Reading, and Maintaining Instrumentation items. This is the second time this project was advertised. Recent bid results show an upward trend in the industry towards cost escalation. Franklin County and the City of Preston support awarding the project and are prepared to cover the additional costs. Low bidder: Staker & Parson Companies dba Jack B Parson Companies - \$6,471,728.

The primary differences between the engineer's estimate and low bid on keys #18853 and #19579 – SH-34, Tincup Creek Bridge Milepost 109, Caribou County and Tincup Creek Bridge Milepost 106.4 Caribou County, District 5, were in the Mobilization, Prestress Slab, Concrete Class 40-A Schedule No. 1, and Special Bridge Ultra High Performance Fiber Reinforced Concrete items. The engineer's estimate was based primarily on the Average Unit Price Report with allowances for haul on some items; however, the project included several special items for which comparable pricing were not available due to the uniqueness of each project. Additionally, the engineer's estimate probably did not reflect the additional cost associated with transporting materials to a remote location. Staff recommends awarding the contract. Low bidder: Cannon Builders, Inc. - \$1,922,507.

Informational Items. 1) State FY18 Financial Statement. Revenues to the State Highway Account from all state sources were ahead of projections by 2.4% at the end of February. Of that total, receipts from the Highway Distribution Account were 1.7% or \$2.3 million more than forecast. State revenues to the State Aeronautics Fund were ahead of projections by 9.7%, or \$190,000. Expenditures were within planned budgets. Personnel costs had savings of \$12.7 million or 14.7% due to reserves for horizontal career path increases, vacancies, and timing between a position becoming vacant and being filled. ITD had 97 vacancies at the end of February. Contract construction cash expenditures of \$303 million through February exceeded any from the past three years.

The balance of the long term investments was \$164.4 million at the end of February. These funds are obligated against construction projects and encumbrances. The long term investments plus the cash balance of \$76.9 million were \$31 million less than the end of June. Expenditures in the Strategic Initiatives Program Fund through February were \$6.3 million. Deposits into the new Transportation Expansion and Congestion Mitigation Fund were \$12.5 million year-to-date.

2) Monthly Reporting of Federal Formula Program Funding through March. Idaho received obligation authority of \$130 million through March 23 via a continuing resolution. This corresponds to \$128.1 million with match after a reduction for prorated indirect costs. A 2018 Appropriations Act was signed last month; however, ITD has not received official notice with the details. Apportionments through March 31, 2018 were \$301.7 million, which includes Redistribution of Certain Authorized Funds. Currently, obligation authority is 43.1% of apportionments. Of the \$128.1 million allotted, \$22 million remains.

3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section did not execute any professional service agreements in the previous month.

4) Contract Awards and Advertisements. Key #12964 – US-95, Alderson Lane to Kootenai River Railroad Bridge, Bonners Ferry, District 1. Low bidder: Goodfellow Brothers, Inc. - \$9,275,481.

Keys #19536 and #13450 – Robinson Park Road Signs and Elevation, North Latah Highway District and Robinson Park Road Bridge, Latah County, District 2. Low bidder: C. L. Heilman Company Inc. – \$1,499,538.

Key #18729 – SH-8 and SH-11, FY19 District 2 Sealcoats. Low bidder: Knife River Corporation – Northwest - \$1,394,000.

Key #18872 – SH-16, Intersection Beacon Light Road, District 3. Low bidder: Knife River Corporation – Northwest - \$1,145,445.

Key #20225 – SH-45, Deer Flat to I-84 Business Microseal, Nampa, District 3. Low bidder: VSS International, Inc. - \$1,039,120.

Keys #19997 and #19965 – SH-69, Signal Installation at Hubbard and Lake Hazel and Kuna to Meridian, District 3. Low bidder: Staker & Parson Companies dba Idaho Materials & Construction - \$4,212,200.

Key #19688 – Intersection Hankins and Addison Avenue Signal, Twin Falls Highway District, District 4. Low bidder: Electric 1 West, Inc. – \$458,883.

Key #20757 – SH-32, District 6 SH-32, SH-33, and US-93 Fog Seal. Low bidder: Intermountain Slurry Seal, Inc. - \$1,442,540.

Key #20758 – SH-33, District 6 SH-33 and US-93 Mill and Inlay. Low bidder: H-K Contractors, Inc. - \$5,139,777.

The list of projects currently being advertised was provided.

5) Professional Services Agreements and Term Agreement Work Tasks Report. From February 23 through March 27, 49 new professional services agreements and work tasks were processed, totaling \$9,412,293. Six supplemental agreements to existing professional services agreements were processed during this period in the amount of \$451,430.

Director's Report. Director Ness reported that the federal Omnibus Appropriations Bill, signed last month, provides additional funding for transportation, including a potential \$14 million annually for Idaho. Staff is still assessing the bill. He mentioned the successful Freight Summit, which was held in Boise earlier this month; new LED signs erected in District 3 to improve safety; the culture survey that is underway; District 5's new solar-powered pavement lights; and the establishment of an Idaho Autonomous and Connected Vehicle Testing and Deployment Committee. He also emphasized the importance of safety and reported that District 4 Mechanic Matt Kime was killed in a traffic accident while on duty earlier this month.

Chief Operations Officer (COO) Travis McGrath said a Program Delivery Conference was conducted earlier this month, focusing on collaboration and best practices to deliver the program. Fifty-four of the 57 FY19 projects have been submitted. The winter mobility metric has been closed with roads statewide clear of ice and snow 85% of the time. All districts scored at least 79% on this metric; however, COO McGrath said the Department will continue to look at ways to improve winter performance. He also reported that Idaho received notice from the Federal Highway Administration of its full FY18 obligation authority, excluding end-of-year redistribution of obligation authority not used by other states. Idaho's apportionments received to date are \$302.2 million. The obligation authority is 91.46%, or \$276.4 million. The state is also expected to receive \$14 million from the general fund.

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

Legislative Report. Ramón Hobdey-Sanchez, Governmental Affairs Program Specialist (GAPS) summarized the 2018 legislative session. Interim committees were established to address commercial motor vehicle registrations; occupational licenses, including motor vehicle dealers; and autonomous vehicles. Negotiated rulemaking will be conducted later this year to streamline truck permits and consolidate a number of IDAPA rules relating to permits.

Chairman Whitehead thanked GAPS Hobdey-Sanchez for the legislative summary.

Audit Update. Controller Dave Tolman said a legislative audit team determined ITD is not in compliance on two federal fund issues. The findings relate to certified payrolls and the authorization of payments of federal funds to contractors. Some activities that are being implemented to address the findings are to establish a check list to be used as part of the process and to conduct training.

Chairman Whitehead thanked Controller Tolman for the update.

Adopt-A-Highway (AAH) Presentation. District 2 Transportation Technician Senior Shane Niemela thanked the Gamma Phi Beta Xi Chapter for participating in the AAH Program for 27 years.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 12:10 PM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206(b), (d), and (f). Member Horsch seconded the motion and it passed 5-0 by individual roll call vote.

The discussions on legal matters related to operations. The personnel items related to the performance of employees.

The Board came out of executive session at 1:55 PM.

District 2 Report. District 2 Engineer (DE) Dave Kuisti commended staff for its winter mobility accomplishments: the roads were clear of ice and snow 83% of the time and every winter road report was submitted on time. All of the FY18 projects were delivered on time. Eight

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of the nine FY19 projects plus five FY20 and FY21 projects have been delivered to date. Project delivery will continue to be a priority. Other activities the District will focus on this year are extensive construction projects on US-12; preparing trucks for next winter by addressing common failures with more durable parts; refining the winter maintenance efforts and reducing overall costs; and summer maintenance projects like cleaning drainage features, repairing bridge decks and guardrail, and restriping pavement markings.

The Board commended DE Kuisti for the District's accomplishments.

High School Seat Belt Challenge. Highway Safety Manager (HSM) John Tomlinson said there are a number of seat belt challenges to address unbelted motorists, which continues to be a problem in Idaho. Idaho State Police Officer Richard Adamson said he has been engaging high schools to encourage seatbelt usage. Students appear to respond better to messages from their peers to buckle up. Too many youthful drivers killed in traffic crashes were not restrained.

Lewiston High School senior Kaylee Ammons said she picked seatbelt usage as her senior project to raise awareness about the importance of buckling up. Some of the activities for her project included conducting a seat belt survey, posting signs reminding motorists to buckle up, and distributing merchandise like air fresheners with messages to buckle up.

HSM Tomlinson presented Ms. Ammons a certificate of appreciation for her efforts to promote seat belt usage.

The Board thanked Ms. Ammons for the presentation and her activities to promote highway safety.

Public Transportation Plan. Kim McGourty, Public Transportation Manager (PTM), presented the statewide public transportation plan, which is required by Idaho Code and Board policy. The overarching goal of the Idaho Public Transportation Plan is to provide a framework for creating an integrated public transportation system that meets the mobility needs of Idahoans. It identifies and supports programs and goals in line with the Department's mission. ITD and its partners, transit providers, elected officials, and stakeholders will explore opportunities to implement strategies for maintaining and enhancing public transportation services in the state.

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

RES. NO. WHEREAS, Idaho Code 40-312(6) requires the Idaho Transportation Department
ITB18-11 to maintain a comprehensive statewide plan for public transportation; and

WHEREAS, Board Policy 4038 tasks the Public Transportation Office to maintain the comprehensive public transportation statewide plan; and

WHEREAS, in April 2016 the Department and contractor Nelson\Nygard began the development of an updated statewide plan for public transportation; and

WHEREAS, Nelson\Nygaard, the Department, and the Public Transportation Advisory Council, with stakeholder recommendations, developed a guiding plan outlining the current transit environment and anticipated future public transportation needs across the state; and

WHEREAS, the Public Transportation Advisory Council provided concurrence on the final content and goals within the Statewide Public Transportation Plan.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves the Idaho Statewide Public Transportation Plan, which is on file in the Public Transportation Office, with the outlined goals and objectives, and approves the plan for Board adoption.

Chairman Whitehead thanked PTM McGourty for the presentation.

Long-Range Transportation Plan. Senior Transportation Planner (STP) Ken Kanownik said efforts are underway to update the Department's long-range transportation plan. "Idaho on the Move" was adopted in 2010 as a vision-based document that codified the mission. The updated plan will serve as a vision and policy-based document that will provide guidance to pursue the mission over the next 20 years. The high-level planning document will include decision-making tools. It will not include specific projects. STP Kanownik said he intends to give monthly briefings to the Board through September as progress is made on updating the document. Some of the topics to be covered include transportation data and systems, new/emerging technologies, a public opinion survey, and modal planning. He anticipates presenting the final long-range plan to the Board for approval later this year.

Member Kempton referenced the public opinion survey. He asked how much confidence the Department has in the results because the answers are presumably influenced by how much knowledge the participants have of transportation. STP Kanownik acknowledged that the Department may not like the results of the survey. The survey, which will be open for a total of 90 days, was initially provided to stakeholders with very little advertising to the general public. Factors that could influence the answers will be considered, including the audience's knowledge of transportation and the Department's communication efforts.

Without objection, the Board concurred with the proposed schedule to update the Board.

Chairman Whitehead thanked STP Kanownik for the overview on the long-range transportation plan.

Status of GARVEE-Managed Projects. Amy Schroeder, GARVEE Program Manager (GPM) summarized the expansion projects funded partially or completely with GARVEE bonds. The I-84, Karcher to Franklin Boulevard project is 55% complete. It will be constructed via four separate projects. The I-84, Caldwell to Karcher project is 15% complete. The project may be accelerated if FHWA concurs with splitting the corridor. The US-95, SH-53 and Garwood project is 25% complete. It will consist of two construction packages, which should be delivered in about one year. The US-95, Granite North project is 15% complete. The Plans, Specifications,

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and Estimates package is scheduled to be delivered in March 2019. ITD is currently reviewing proposals for the SH-16, I-84 to US-20/26 project.

GPM Schroeder said all of the GARVEE bonds are secured with a pledge of future federal transportation funding. The bonds will be issued on an as-needed basis with the first issuance anticipated in spring 2019. The additional \$300 million GARVEE bond authorization is estimated to add \$24 million in debt service annually, which will bring the coverage ratio to about 27%.

Chairman Whitehead thanked GPM Schroeder for the informative presentation.

Modernization Update. Motor Vehicles Administrator (MVA) Alberto Gonzalez commended the counties for their participation in testing the drivers' license component of the Division of Motor Vehicles' modernization effort. Some concerns were identified during the testing phase and improvements to the system were proposed. Because of this, MVA Gonzalez reported that the go-live date of May 7 is being postponed by about eight weeks. He wants to ensure the system is ready. The counties support this decision.

Chairman Whitehead thanked MVA Gonzalez for the update.

Policy Introduction. Division of Engineering Services Administrator (DESA) Blake Rindlisbacher presented revisions to Board Policy 4001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts. The main change is the inclusion of the legal authority 49-201(1). With the inclusion of this authority, Board Policy 4010 Authority to Sign Agreements, Compacts, or Arrangements with other States on Behalf of Idaho is recommended for deletion. He added that a legal authority citation was erroneously deleted and needs to be re-inserted into the policy.

DESA Rindlisbacher also presented new Administrative Policy 5001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts. The proposed policy combines A-01-09, Authority to Sign Contracts, Agreements, or Grants and their Registration; A-06-08, Professional Services Agreements; A-14-06, Approval of Plans/ Specifications/Estimates and the Award of Construction Projects; and A-30-02, Authority to Sign Agreements, Compacts, or Arrangements with other States on behalf of Idaho.

Member Kempton said the Board Subcommittee on Policies has vetted both policies.

The Board requested a 30-day review period to consider revisions to 4001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts and the new corresponding administrative policy, 5001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting recessed at 3:50 PM.

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The Board met at 7:45 AM on Thursday, April 19, 2018 in Lewiston, Idaho. All members were present except District 1 Member Jim Coleman.

District 2 Tour. The Board traveled south on US-95 and learned about improvements scheduled in the corridor. It turned around and traveled north on US-95, east on US-12, and north on SH-3. After viewing improvements made to the highway after a slide, the Board traveled to Bovill on SH-8 and met with officials from I-Minerals Inc. Plans are to start mining ore next year. Trucks and rail will be used to transport products. Some improvements are planned on the local road and also at the intersection with SH-8.

The tour continued west on SH-8, north on SH-9, and west on SH-6. At Bennett Lumber, the Board heard about the company's concerns with SH-6. District 2 Planner Ken Helm said a project is planned later this year to improve the highway and address off-tracking concerns.

The Board traveled to Potlatch on SH-6. Potlatch Mayor Dave Brown expressed appreciation for the various improvements in the area, especially the sidewalk projects.

The tour continued south on US-95 to Moscow. Moscow Mayor Bill Lambert and other officials thanked the Board and Department for transportation projects and their assistance. They have established a good working relationship with DE Kuisti and his staff. They expressed support for the US-95, Thorn Creek to Moscow project and also for improvements to the Moscow-Pullman Airport. Mayor Lambert presented Member Vassar with an award in appreciation of her service, especially her contributions to local government agencies.

The Board traveled south on US-95 to Lewiston.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting adjourned at 4:10 PM.

signed

JERRY WHITEHEAD, Chairman
Idaho Transportation Board

Read and Approved
May 17, 2018
Pocatello, Idaho

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