REGULAR MEETING AND DISTRICT 2 TOUR
OF THE IDAHO TRANSPORTATION BOARD

March 23-24, 2016

The Idaho Transportation Board met at 8:00 AM on Wednesday, March 23, 2016 in Grangeville, Idaho. The following principals were present:
Jerry Whitehead, Chairman
Jim Coleman, Vice Chairman – District 1
Janice B. Vassar, Member – District 2
Jim Kempton, Member – District 4
Dwight Horsch, Member – District 5
Lee Gagner, Member – District 6
Jim Carpenter, Chief Operations Officer
Sue S. Higgins, Executive Assistant and Secretary to the Board

District 2 Tour. The Board departed Grangeville north on SH-13 and east on SH-14. It viewed the Legget Creek project, which is a joint effort with the Forest Service and Nez Perce Tribe to construct a new culvert that better facilitates fish passage. The group continued east to the landslide and learned about efforts to clear the approximately 100,000 tons of debris that is blocking SH-14 approximately 10 miles west of Elk City. The tour continued west on SH-14 and north on SH-13.

During lunch in Kooskia, Mayor Charlotte Schilling thanked the Board for funding several infrastructure improvements in the community. The tour continued west on US-12. After a visit to the Blue North mill in Kamiah for an overview on the lumber company and related transportation issues, the group traveled SH-162 west and Old Highway 7 south to Grangeville.

WHEREUPON, the tour ended at 4:10 PM.

March 24, 2016

The Board convened at 8:30 AM in Grangeville, Idaho. All members were present except Julie DeLorenzo, Member, District 3. Director Brian Ness, Chief Deputy Scott Stokes, and Deputy Attorney General Larry Allen were also present.

Board Minutes. Vice Chairman Coleman made a motion to approve the minutes of the regular Board meeting held on February 18, 2016 as submitted. Member Vassar seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:
April 27-28, 2016 – Boise
May 18-19, 2016 – District 5
June 15-16, 2016 – District 3
Consent Items. Member Gagner made a motion, seconded by Member Vassar, and passed unopposed, to approve the following resolution:

RES. NO. ITB16-07 WHEREAS, consent calendar items are to be routine, non-controversial, self-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 Trucking Advisory Council membership extension; Franklin Road, Blackcat to Ten Mile, Ada County; modification of the Community Planning Association of Southwest Idaho Metropolitan Planning Organization projects in the FY16-20 approved Statewide Transportation Improvement Program (STIP); the addition of FY16 State Transportation Innovation Councils Incentive Grant to the Discretionary Program; modifications to public transit projects in the STIP; the advance of the Middle School Alternative Routes, Sandpoint project; and contracts for award.

1) Trucking Advisory Council (TAC) Member Extension. To ensure continuity on the Council, staff recommends reappointing District 3 Member Tony Black to the TAC for a term to expire on December 31, 2018.

2) Franklin Road; Blackcat to Ten Mile, Ada County. In 2011, Parametrix was selected to perform preliminary engineering work for Franklin Road; Blackcat to Ten Mile, Ada County, key #12368. Ada County Highway District (ACHD), the project sponsor, is requesting supplemental services for Plans, Specifications and Estimates design revisions and modifications to the traffic signal equipment. The estimate for these additional services is $15,932, which will result in the consultant agreement exceeding $1,000,000.

3) Modify Community Planning Association of Southwest Idaho (COMPASS) Metropolitan Planning Organization projects. COMPASS requests removing Adaptive Signals, Boise Town Square Mall, ACHD, key #13901 for $741,000; decreasing FY16 Capital Maintenance, ACHD, key #13907, by $261,000; and removing the $448,000 Eckert Road Greenbelt Underpass, Boise project, key #13913. Staff requests authority to amend the STIP.

4) Add FY16 State Transportation Innovation Councils (STIC) Incentive Grant to the Discretionary Program. Idaho received an FY16 STIC Incentive grant. The STIC Incentive Program offers technical assistance and funds to support the costs of standardizing innovative practices. State match will be added to the $97,888 STIC grant for a total project cost of $122,360. The project consists of hosting a two-day demonstration workshop on 3D Modeling and Automated Machine Guidance. This demonstration is associated with the US-20, Thornton Interchange project, which is under construction in District 6. Staff requests approval to add this FY16 STIC Incentive Grant project to the Program and to amend the STIP.

5) Modify Public Transit Projects in the STIP. The Lewis-Clark Valley Metropolitan Planning Organization and Bonneville Metropolitan Planning Organization request an increase of $250,000 to FY16 Lewiston Urbanized Area Transit Facility, key #14211; delay the $475,000 Idaho Falls/Ammon Urbanized Area project, key #13260 from FY15 to FY16; and add Idaho...
Falls/Ammon Urbanized Area Administration project to FY20 for $187,000 annually for five years. Unobligated Federal Transit Administration funds carry over, so no additional funding is required. Staff also requests approval to amend the FY16-20 STIP to reflect these changes.

6) Advance Middle School Alternative Routes, Sandpoint. Staff requests the advance of the Middle School Alternative Routes, Sandpoint project, key #14330, from FY18 to FY16 in the amount of $106,000 and to amend the STIP accordingly.

7) Contract Awards. The following bids were more than ten percent over the engineer’s estimate, requiring justification and Board approval. Key #13410 – SH-5, St. Maries River Railroad Underpass, Benewah County, District 1. The major differences between the low bid and engineer’s estimate were in the Clearing and Grubbing, Concrete Parapet, Relocate Vehicle Detection Unit Wiring, Moment Slab, and Mobilization items. Some possible reasons for the discrepancies are the complexity of the work, the remoteness of the project location, and risk of completion on schedule. Staff did not see any evidence of bid manipulation and does not believe a significant savings would be realized by modifying the design and re-bidding the project. Low bidder: West Company Inc. - $1,098,133.

Key #18719 – I-86, Interchange #44 to Portneuf River Bridge, Power County, District 5. The Special Microsurfacing Aggregate item makes up the majority of the difference between the low bid and the engineer’s estimate. The AASHTOWare Project Estimator was used to develop the engineer’s estimate. The program uses the average bid unit prices. Staff does not believe it would be beneficial to re-bid the project and recommends awarding the bid. Low bidder: Intermountain Slurry Seal, Inc. - $1,170,552.

Informational Items. 1) State FY16 Financial Statements. Revenues to the State Highway Account from all sources were ahead of projections by 4.3% at the end of January. Of that total, receipts from the Highway Distribution Account and Fuel/Registration were ahead of forecast by 4.3% or $6 million. State revenues to the State Aeronautics Fund were ahead of projections by 18.5%. Expenditures were within planned budgets. Personnel costs had a savings of $7.5 million or 10.5% due to vacancies and timing between a position becoming vacant and being filled. Expenditures in Contract Construction were below last year for the time period July 1 through January 31 by 9.3%.

The balance of the long term investments was $108.9 million at the end of January. These funds are obligated against construction projects and encumbrances. This investment amount and the $56.6 million in cash are the largest combined cash/investments balance as of January 31 in any of the previous four years. Expenditures for GARVEE projects through January exceeded $18 million.

2) Monthly Reporting of Federal Formula Program Funding through February. Idaho’s FY16 obligation authority is $270.9 million. This corresponds to $267.8 million with match after a reduction for indirect costs. Idaho received its full year formula apportionments of $289.8 million from the Fixing America’s Surface Transportation Act. Obligation authority is 93.5% of apportionments. Of the $267.8 million allotted, $153.7 million in funding remains.
3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed two professional service agreements in the total amount of $47,299 during February.


Key #13925 – SH-51, Milepost 77 to Milepost 90, Elmore County, District 3. Low bidder: Knife River Corporation – Northwest – $559,737.


Key #13354 – SH-52, FY17 District 3 Sealcoats, Payette County. Low bidder: Knife River Corporation – Northwest - $689,158.


Key #13106 – I-15, Fort Hall Boundary to Burns Road Overpass, District 5. Low bidder: Knife River Corporation – Northwest - $7,096,639.

Key #13401 – US-20, FY17a District 6 Bridge Repair. Low bidder: D L Beck Inc. - $1,055,911.


The list of projects currently being advertised was also provided.

5) Professional Services Agreements and Term Agreement Work Tasks Report. From February 1 through February 29, 24 new professional services agreements and work tasks were processed, totaling $3,514,827. One supplemental agreement to an existing professional services agreement was processed during this period in the amount of $108,000.

6) Speed Minute Entry Changes for February 2016. The following speed minute entries were processed during February in District 4:

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Director’s Report. Director Ness commended District 2 Engineer (DE) Dave Kuisti and his staff for their responsiveness to the SH-14 slide. He highlighted a number of innovations, commendations from the public, and partnerships. He announced that Jason Minzghor has been promoted to the District 6 Engineer position. Districts 1 and 2 received the National Weather Service designation of Weather-Ready National Ambassador. The US-20, Broadway Bridge project in Boise is proceeding well, and a new public transit facility opened in Sun Valley, which will improve the efficiency of Mountain Rides.

Chief Operations Officer (COO) Jim Carpenter announced that the Record of Decision for the US-95, Thomcreek to Moscow project has been signed. Construction has started on the US-20, Thornton Interchange project, and the US-95, Council Alternate Route is awaiting award. All 27 projects funded with the increased revenue have been awarded. Due to savings on those bids, he believes several more projects will be funded from that revenue stream. Sixteen of the 17 Surplus Eliminator projects have been bid, with the last project scheduled to be bid next week. Similarly, those bids have also been under the engineer’s estimate overall, so several more Strategic Initiative projects will likely be advanced.

COO Carpenter said the Federal Highway Administration (FHWA) is allowing earmarked funds from prior surface transportation acts to be re-purposed. ITD has approximately $4 million that can be re-directed to other projects in Districts 1 and 3. Recent studies indicate that motorists are traveling approximately 81 to 83 miles per hour (MPH) on the interstates that have a maximum speed limit of 80 MPH. It does not appear that crashes have increased, although it is still too early to identify trends. In reviewing FHWA guidelines on the consultant selection process, it does not appear any major changes have been made. A research project to provide guidance to local public agencies on evaluating routes for vehicle combinations up to 129,000 pounds will be completed by the University of Idaho. Jesse Barrus, District 5 Materials Engineer, will assume the Design/Traffic Engineer position during Kevin Sablan’s year-long American Association of State Highway and Transportation Officials’ fellowship assignment. In closing, COO Carpenter praised DE Kuisti and his staff for yesterday’s tour and their exemplary efforts on the SH-14 slide.

Member Vassar also expressed appreciation to DE Kuisti and District 2 staff members for their outstanding work and dedication to address the landslide.

The Director’s entire report can be viewed at [http://itd.idaho.gov/Board/report.htm](http://itd.idaho.gov/Board/report.htm).

Adopt-A-Highway Presentation (AAH). Member Vassar thanked the Tri-Parish Catholic Youth from Cottonwood for participating in the AAH Program. The group has been picking up litter along a three-mile stretch of US-95 since 2006.

Legislative Update. Governmental Affairs Manager (GAM) Mollie McCarty said ITD’s lone legislative proposal related to future directors’ employment has been signed by the Governor. The Governor also signed bills relating to the FY16 supplemental appropriations and allowing
129,000 pound vehicles on Idaho’s federal interstate system. She also reported on the status of numerous other transportation-related proposals staff is monitoring.

Chairman Whitehead thanked GAM McCarty for the report and for her and staff’s exemplary efforts on legislation.

District 2 Report. DE Kuisti reported on some organizational changes, including combining the project development and contract administration functions. Work is continuing on the 2020 workforce plan. Two projects were not delivered on time. One of those, the US-95, Thorn Creek to Moscow project, recently received the signed Record of Decision from FHWA. Assuming the Board approves the preferred alignment, staff will design the project. It should be ready to advertise in fall 2017. Two 2015 construction projects received awards: the Lewiston Hill reconstruction and Spalding Bridge Scour Mitigation project. The winter performance metrics have improved from last year, with the District’s roads not significantly impeded 84% of the time and 100% of the winter road reports delivered on time. Some of the District’s goals are to continue achieving the winter maintenance metrics while reducing costs, promote the culture change, and pursue new innovations, particularly related to slide mitigation.

The Board thanked DE Kuisti for the report and commended him for his leadership.

Add SH-14, Slide Repair. DE Kuisti said a massive landslide deposited rocks, mud, and forest debris on SH-14 and in the South Fork of the Clearwater River on February 18. The slide, approximately 10 miles west of Elk City, closed the highway, isolating approximately 200 residents. On February 24, the Governor signed a proclamation declaring a state of emergency. On February 29, FHWA provided ITD $500,000 in Quick Release funds for emergency repairs, although the total estimate of the slide repair project is close to $2 million. A contract has been awarded and West Company is diligently working to stabilize the slide and remove an estimated 100,000 cubic yards of slide debris. DE Kuisti requested approval to add the SH-14, Slide Repair near Elk City project to FY16 of the Emergency Relief Program.

In response to Vice Chairman Coleman’s question on the funding source for the additional $1.5 million, DE Kuisti replied that FHWA will provide additional emergency relief funds. COO Carpenter added that until FHWA releases those funds, ITD will use state funds to cover the expenses.

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

RES. NO. ITB16-08 WHEREAS, it is in the public's interest for the Idaho Transportation Department to publish and accomplish a current, realistic, and fiscally constrained five year Idaho Transportation Investment Program; and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively utilize all available federal, state, local, and private capital investment funding; and
WHEREAS, heavy snow and freezing conditions during the winter season resulted in an extensive land and rockslide and road blockage to SH-14 in Idaho County, rendering it impassable; and

WHEREAS, the cost of temporary repairs to the blocked road met the threshold for Federal Emergency Relief funding and a disaster was declared by the Governor of the State of Idaho so the repairs are eligible for Federal Emergency Relief funding; and

WHEREAS, ITD received notification of Emergency Release funds of $500,000.

NOW THEREFORE BE IT RESOLVED, that the Board approves the addition of SH-14, Slide near Elk City, Idaho County, key #19782, for $1,975,000 in temporary and permanent repairs.

US-95, Thorn creek to Moscow Alignment. DE Kuisti requested the designation of E-2 as the preferred alternative for the US-95, Thorn creek Road to Moscow project. Three alternatives were considered. The project will expand about a 6.5 mile section of Idaho’s main north-south highway from two lanes to a four-lane divided highway. Upon selection of the alignment, District 2 staff will proceed with final design. The Record of Decision was provided to the Board for its consideration.

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

RES.NO. ITB16-09 WHEREAS, Idaho Code 40-310 directs the Idaho Transportation Board to determine and approve the location and design of the chosen alternative for the Thorn creek Road to Moscow project; and

WHEREAS, it is in the public’s interest for the Board to select the safest alternative (E-2) for the chosen alternative; and

WHEREAS, a public hearing has been held as required by Idaho Code 40-310; and

WHEREAS, the Board accepts the Record of Decision document as the Design Study Report; and

WHEREAS, the Board believes that Alternative E-2 best serves statewide transportation interests.

NOW THEREFORE BE IT RESOLVED, that the Board approves the selection of the E-2 Alignment Alternative for the Thorn creek to Moscow project, key #9294; and

BE IT FURTHER RESOLVED, that the Board authorizes the District Two staff to proceed with final design of the E-2 Alignment Alternative for the Thorn creek
Road to Moscow project as selected by the Federal Highway Administration in the Record of Decision document.

The Board congratulated the District on reaching this milestone.

**Highway Safety Presentation.** Highway Safety Manager John Tomlinson reported on last week’s Highway Safety Summit. He thanked the law enforcement liaisons for their help coordinating the Summit. He also mentioned several distracted driving initiatives underway.

Idaho State Police Sergeant Richard Adamson said some of his activities as a law enforcement liaison include outreach to all law enforcement agencies and prosecutors in District 2. He encourages law enforcement agencies to seek grants for targeted patrols such as impaired driving. Some upcoming activities include special safety presentations to high school seniors in District 2 in May and participating in the statewide 100 Deadly Days of Summer campaign starting Memorial Day weekend.

Member Vassar thanked Sergeant Adamson for his focus on highway safety. She is familiar with the high school graduation presentations and believes those have been successful.

**5311(f) Reassignment of Funds Request.** Public Transportation Manager (PTM) Mark Bathrick said the Department receives a set amount of Federal Transit Administration (FTA) funds for the 5311 Formula Grants for Other than Urbanized Areas Program. This Program includes the 5311(f) Intercity Bus Program, which provides funds for feeder services and intercity bus providers. In 2015, the Department issued two separate application opportunities for the feeder services and intercity services. No applications were received for intercity operations. As a result, ITD has $48,505 of federal FY14 funds which are set to lapse September 30, 2016 and the full FY15 apportionment of $1,148,819 set to lapse on September 30, 2017.

PTM Bathrick requested approval to submit a certification letter to FTA certifying that the intercity needs of Idaho have been met and that the funds be reassigned back to general 5311 dollars to be used for rural public transportation providers. Because these are non-recurring funds, they will only be used for capital and/or planning projects. The Metropolitan Planning Organizations and Public Transportation Advisory Council concur with this recommendation.

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

**RES. NO. ITB16-10 WHEREAS, each year the Idaho Transportation Department is allocated a set amount of Federal Transit Administration (FTA) funds for the 5311 Formula Grants for Other than Urbanized Areas program. Within the overarching 5311 grant program, there are a number of smaller grant programs which are funded by this overall funding allocation. One such grant program is the 5311(f) Intercity Bus Program; and**

**WHEREAS, the 5311(f) Intercity Bus Program provides for transportation funding assistance for both feeder services and intercity bus providers. During 2015 the Department issued two separate application opportunities for both feeder services and intercity services; and**
WHEREAS, the feeder service awards totaled $1,100,448 over a two year period beginning October 1, 2016 through September 30, 2018 ($550,224 annually) and no applications were received for direct intercity operations. Per FTA consultation practices, ITD reached out to potential applicants who stated they did not intend to apply for these funds; and

WHEREAS, as such, the Department has remaining $48,505 of Federal Fiscal Year (FFY) 2014 funds which are set to lapse September 30, 2016 and the full apportionment of FFY 2015 funds of $1,148,819 set to lapse September 30, 2017; and

WHEREAS, the Department also has available FFY 2016 funds. The Department will continue to run an annual application process specifically for this grant until needs arise; and

WHEREAS, the Public Transportation Office has had consultation with the Metropolitan Planning Organizations during their quarterly FTA Urban Balancing meeting, as well as the Public Transportation Advisory Council, receiving unanimous concurrence from both groups to proceed with this action.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board has approved ITD to submit the FTA required action of submitting a Governor’s Certification Letter to the FTA Administrator, certifying that at this time the intercity needs of Idaho have been met and that these funds be reassigned back to general 5311 dollars to be used for our rural public transportation providers.

District 2 Public Transportation Advisory Council (PTAC) Nominations. PTM Bathrick said two applications have been received for the District 2 PTAC seat. The PTAC moved by unanimous consensus that both are fit to serve on PTAC.

Member Vassar said she knows both candidates and believes both are well qualified. Because Alisa Anderson was appointed to fill a partial term, Member Vassar supports appointing Ms. Anderson to a full term.

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

RES. NO. ITB16-11  WHEREAS, Idaho Statute 40-514 states that public entities that use public funds to provide public transportation services within the state shall report not less than semiannually to the department the amount of funding expended, audits conducted, the number of passengers carried, the agency vehicles used and the vehicle miles driven to provide transportation for Idaho Citizens. This group was created as the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The PTAC shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the PTAC shall seek pertinent information, facts
and data from local government agencies and providers regarding the rural public transportation issues; and

WHEREAS, the PTAC shall be comprised of six (6) members appointed by the Idaho Transportation Board. These members shall be representatives for local governments and agencies, private organizations, citizens groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation; and

WHEREAS, the Board shall appoint said members from recommendations submitted by said organizations, groups’ providers, users and state agencies in each district. One (1) member shall be appointed from each of the six (6) transportation department director districts as provided in section 40-303, Idaho Code; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the vacated position in District 2 and the Department received two applications. The applications from Alisa Anderson and Charlotte Ash were brought forward to PTAC members in February 2016 for review; and

WHEREAS, the ITD – Public Transportation Manager hereby brings forth two nominations that have been reviewed by the seated members of the PTAC and both found by unanimous consensus to be fit candidates for the open seat in District 2.

NOW THEREFORE BE IT RESOLVED, that the Board has determined to appoint Alisa Anderson as the District 2 PTAC member for a term from March 24, 2016 through March 23, 2019.

Executive Session on Legal Issues, Vice Chairman Coleman made a motion to meet in executive session at 11 AM to discuss legal issues as authorized in Idaho Code Section 74-206 (d) and (f). Member Kempton seconded the motion and it passed 5-0 by individual roll call vote.

Discussions were held on legal matters.

The Board came out of executive session at 11:40 AM.

Delegation Andy Lott, Arlo G. Lott Trucking. Mr. Lott spoke in favor of allowing 129,000 pound trucks because of the economic benefit. Allowing vehicles up to 129,000 pounds on SH-13 and SH-162 would provide economic benefits, not only to Arlo G. Lott Trucking, but also to its customers. He also believes longer combination vehicles are safer.
Member Vassar mentioned that the Board traveled both of those routes on its tour yesterday. She asked if Mr. Lott prefers one route over the other. Mr. Lott replied that he does not have a preferred route. Both routes have benefits.

Chairman Whitehead thanked Mr. Lott for his remarks. He asked if it would be appropriate for all commercial vehicles hauling more than 80,000 pounds to follow the same rules. Mr. Lott replied that safety is so important, so he would not object to having the same rules for all commercial vehicles over 80,000 pounds. Chairman Whitehead mentioned that negotiated rule-making will occur as a result of legislation allowing 129,000 pound gross vehicle weights on Idaho’s federal interstate system.

129,000 Pound Truck Route Request: SH-13. Due to a conflict of interest, Chairman Whitehead recused himself from this discussion and Vice Chairman Coleman presided.

Member Kempton reported that the Subcommittee on 129,000 Pound Truck Routes revisited the SH-13 route request yesterday. The Subcommittee passed a motion to recommend that the Board proceed to a formal hearing. However, due to other considerations, including the upcoming negotiated rule-making related to the recent legislation allowing 129,000 pound vehicles on the interstate system, he believes it may be more prudent to hold the request in abeyance until the negotiated rule-making process has been completed.

Member Gagner made a motion to hold the SH-13 129,000 pound truck route request and other route requests in abeyance until the negotiated rule-making on 129,000 pound trucks has been completed. Member Horsch seconded the motion and it passed unopposed.

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 (a), (b), (d), and (f). Member Kempton 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 1:25 PM.

WHEREUPON, the Idaho Transportation Board’s regular monthly meeting officially adjourned at 1:25 PM.

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JERRY WHITEHEAD, Chairman
Idaho Transportation Board

Read and Approved
April 28, 2016
Boise, Idaho