

DATE: December 13, 2017
TO: Members of the Transportation Technical Committee
FROM: Brandon Blankenagel, City of Spokane, Chair
SUBJECT: Agenda for TTC Meeting – Wednesday, December 20, 2017 - 1:30 pm
SRTC, 421 W. Riverside Avenue, Suite 504 (The Paulsen Building)

AGENDA

1. Call to Order
2. Roll Call / Record of Attendance
3. **Action** Approval of November 29, 2017 Meeting Minutes Page 2
4. Public Comments
5. Technical Member Comments
6. **Action – Fairfield - First Street Sidewalk Project Award Increase Request** Page 3
(Sabrina Minshall)
7. **Action – Election of 2018 TTC Officers** Page x
(Sabrina Minshall)
8. **Information & Discussion Spokane Cultural Trail** n/a
(Heleen Dewey, Spokane Regional Health District and Juliet Sinisterra, Downtown Spokane Partnership)
9. **Information & Discussion Call for Projects Update** Page x
(Sabrina Minshall)
10. TIP Working Group Update
11. Agency Update
12. Future Agenda Items
13. Adjournment Next Meeting: Wednesday, January 24

MEETING MINUTES

Spokane Regional Transportation Council Transportation Technical Committee
 November 29, 2017
 421 W Riverside Ave Suite 504, Spokane, Washington

1. Call to Order

Mr. Brandon Blankenagel, Chair, called the meeting to order at 1:32 p.m.

2. Roll Call

Committee Members Present

Brandon Blankenagel	City of Spokane	Mike Basinger	City of Spokane Valley
Mike Tedesco	Spokane Tribe of Indians	Brandi Colyar	Spokane County
Derrick Braaten	City of Airway Heights	April Westby	Spokane Regional Clean Air
Todd Ableman	City of Cheney	Heleen Dewey	Spokane Regional Health Dist
Andrew Staples	City of Liberty Lake	Gordon Howell	Spokane Transit Authority
Louis Meuler	City of Spokane	Mike Frucci	WSDOT-Eastern Region
Inga Note	City of Spokane	Larry Larson	WSDOT-Eastern Region
Gloria Mantz	City of Spokane Valley		

Committee Alternates Present

Mike Tressider	Spokane Transit Authority	Sean Messner	Spokane County
Keith Martin	WSDOT-Eastern Region	Barry Greene	Spokane County

Guests

Char Kay	WSDOT	Mark Bergam	City of Airway Heights
Bill Helbig	City of Spokane Valley		

Staff

Sabrina Minshall	Executive Director	Staci Lehman	Communications Coordinator
Anna Ragaza-Bourassa	Senior Transportation Planner	Jason Lien	Senior Transportation Planner
Eve Nelson	Senior Transportation Planner	Mike Ulrich	Senior Transportation Planner
Ryan Stewart	Senior Transportation Planner	Julie Meyers-Lehman	Administrative Assistant

3. Approval of October 25, 2017 Minutes

Mr. Messner made a motion to approve the minutes as presented; Mr. Braaten seconded the motion, which passed unanimously.

4. Public Comments

There were no public comments.

5. Technical Member Comments

Mr. Tedesco announced that the new roundabout on Highway 2 is open and the new casino will open very soon.

Ms. Note stated the City of Spokane was continuing to work on updating impact fees; the last working group meeting was earlier this week.

Mr. Howell reported the northwest garage is out to bid, transit ridership was up 5% in October, and the STA Board is expected to adopt the Connect Spokane plan in December.

Mr. Martin discussed the Federal Highway Administration (FHA) project agreement end dates. He distributed an excerpt from a procedure manual which highlighted the changes. He noted it is important to be extra conservative with scheduling, especially for the preliminary engineering right of way phases, as FHA will be extremely selective in terms of schedule extensions. He explained the consequences of missing end date deadlines.

Ms. Mantz introduced the new City of Spokane Valley City Engineer, Mr. Bill Helbig. Mr. Basinger discussed City of Spokane Valley's proposed adoption of a planned action ordinance for the Northeast Industrial Area. He said that the City was discussing how to address pavement management. The group discussed land use analysis for the Northeast Industrial Area.

Chair Blankenagel reported that the City of Spokane has several active transportation elements going into various stages of development. He said there is an RFQ out for bike share design, consultant selection will take place in a few weeks, and the City is starting to meet with neighborhood councils regarding the Cincinnati Greenway project.

6. Horizon 2040 Recommendation

Ms. Nelson stated that Horizon 2040 is the long-range Metropolitan Transportation Plan (MTP) for the region and it is designed to plan for the future. She provided a review of the plan's highlights, including:

- Projections for population and employment
- Requirement to have an approved long-range plan in order to continue receiving federal funds
- Compliance with the Federal Clean Air Act, Growth Management Act and State Air Quality Plans
- Policy development and update to the Guiding Principles
- Implementation of Targets to meet Federal Performance Measures in Safety
- Strategies to link performance to decision making

Ms. Nelson turned the floor over to Mr. Stewart, who discussed the Horizon 2040 projected revenues and expenditures. He said at the last meeting a question was raised asking if SRTC compared the financial plan of the MTP to those of other MPOs and he confirmed that staff compared Horizon 2040 to those from Puget Sound Regional Council, Thurston, Whatcom, and Southwest Region and there are some interesting trends. For example, in the Transportation Systems Management and Operations category, Horizon 2040 forecasts expenditures of roughly \$175 million over the life of the plan but the Puget Sound Region plan forecasts \$1.4 billion of expenditures in that category, illustrating the differences in needs and prioritization. He outlined the sources for determining reasonably available revenues and forecasting revenue trends, such as Spokane Transit, WSDOT-Eastern Region, and the WSDOT Finance Division. Mr. Stewart called for questions and there were none.

Ms. Nelson noted that Horizon 2040 is fiscally constrained and the evaluation tool was used to analyze projects for inclusion; all projects which applied were included, as it was anticipated there would be sufficient revenues for all. She said it was important to keep in mind that not all the projects are paid for; some have funding streams attached to them but others are still looking to be funded.

She discussed the eight implementation strategies contained in Horizon 2040 that will feed into the SRTC work plan over the next four years and has been the topic of a lot of discussion by the SRTC Board in the strategic planning sessions. She noted that the public comment period ended November 12 and all comments were included in the packet. Ms. Nelson stated that an update to the Public Participation Plan is embedded in the MTP update

Mr. Frucci made a motion to recommend SRTC Board approval of Horizon 2040. Mr. Tedesco seconded the motion, which passed unanimously.

7. Spokane Regional Health District Presentation: Walk-Bike-Bus Millwood

Ms. Dewey provided a history of the Walk-Bike-Bus (WBB) program and its funding. She discussed the “Stages of Change Theory” used to encourage people to use WBB for short trips within their neighborhood. She described the program flow/plan schedule and the door-to-door marketing efforts.

Ms. Dewey outlined the participant recruitment strategy and provided examples of some of the print materials SRHD used, including a multimodal map developed with the assistance of SRTC. She explained the marketing strategy improvements from the previous two campaigns. She reported that the WBB Millwood enrolled 490 participants, launched a new weekly walking event, and the League of American Bicyclists held a “Bike Skills 101” workshop.

She stated that in terms of evaluation outcomes there was a statistically significant increase in walking and biking trips; transit trips did not have a statistically significant increase. She stated that SRHD was going to partner with STA and City of Spokane for future plans and they were in the process of identifying a neighborhood location for next year’s program.

8. SRTC Board Strategic Planning Update

Ms. Minshall reported that in developing the strategic plan, SRTC held a series of meetings facilitated by a consultant, and results would be brought before the Board in December for adoption. She brought attention to four priority areas (1) Organizational Development (2) Core Requirements & Data Collection/Analysis (3) Growth Evaluation, Prioritization & Programming (4) Regional Collaboration & Leadership. She noted that addressing the priority areas is not a linear process, described the purpose of each priority area, and highlighted some of the strategies which will support each priority action item.

She stated the Board decided that Board capacity building is important, therefore cost for travel and training for Board members is already built into the 2018 budget. She said that SRTC plans to launch an education series next year, bringing in experts to provide workshops and study groups. She discussed model and data improvements, a proposed purchase of travel data and the possibility of contracting out some modeling services if necessary. She covered some of the topics that would be addressed in growth evaluation, the conversations that will be necessary to address how land use affects transportation, and how the Board and member jurisdictions can start thinking about transportation in terms of regional system.

9. Calendar Year (CY) 2018 Budget Update

Ms. Minshall remarked that both the Board and the Board Administrative Committee had reviewed the budget and it would be presented to the Board for approval in December. She noted that the dues structure will be discussed by the Board in the near future. She provided highlights of the 2018 budget, and noted an increase of \$388,000 over the 2017 budget, and 77% of that increase is for two proposed SRTC projects; the purchase of travel model data and an I-90/US 195 study.

Ms. Minshall addressed anticipated revenues and expenditures, noting that the budget calls for staffing levels to remain with the exception of contracting out information technology services and using that FTE for a modeler/data position. She discussed budgeting for separate planning software, increases in travel/training for staff and the Board, and increases for dues/subscriptions due to joining local chambers of commerce and AMPO (Association of Metropolitan Planning Organizations). She discussed a proposed change to cease utilization of the City of Spokane systems for the accounts payable/receivable, HR services and payroll accounting.

10. SRTC 101 Content Recommendation

Mr. Ulrich explained that staff is working on an educational workshop to be held in January for the purpose of making new Board members, TTC, TAC and other stakeholders more familiar with SRTC, its work and its mission. He stated that staff would like to obtain input on information this group felt would be important to cover in the workshop.

The group broke into four smaller groups to discuss. Some of the suggestions included:

- Breakdown of funding mechanisms
- Why MPO's exist
- Clear understanding of federal requirements
- Roles of Groups & committees
- Regional vs. local modeling
- Regional Planning Organization – what does that mean?
- How does the TAC & TTC make the largest impact
- Regional Strategic Planning
- What is a transportation demand model
- What does the model do and what does it not do
- Growth Management Act

Ms. Westby remarked that it would be helpful for those TTC members who are not involved in projects on a day-to-day basis to have a project selection and funding 101 session before the project scoring process begins.

11. TIP Working Group Update

Ms. Ragaza-Bourassa stated that two meetings have been held since the last TTC meeting, one was the Call for Projects working group to discuss the upcoming Call for Projects. The second meeting was the TIP working group that discussed the TIP amendment schedule in great detail and came to the conclusion that the schedule couldn't be shortened without changing the Board meeting schedule or the WSDOT STIP amendment deadlines. The group also liked the idea of creating a calendar for Administrative Modifications which has since been added to the TIP Guidebook .

12. Agency Update

Ms. Ragaza-Bourassa stated that SRTC would like to receive information from member agencies about upcoming calls for projects and asked the group to forward that information to staff.

13. Future Agenda Items

Ms. Dewey asked if the group would be interested in hearing about the data behind suicide prevention by using bridge infrastructure; the group agreed that they would be interested.

14. Adjournment

There being no further business, the meeting adjourned at 3:12 pm.

Julie Meyers-Lehman
Recording Secretary

MEMORANDUM

DATE: December 13, 2017

TO: Members of the Transportation Technical Committee

FROM: Anna Ragaza-Bourassa, Senior Transportation Planner

SUBJECT: Town of Fairfield – First Street Sidewalk Project Award Increase Request

Summary

The Town of Fairfield is requesting an additional \$24,000 in Transportation Alternatives Program (TAP) funding for the First Street Sidewalk project that was originally awarded \$179,363 through SRTC in 2015. A letter from the Town of Fairfield is attached (**Attachment One**) to this memo detailing their request.

Any applicable policies from the 2017 TIP Guidebook have been listed below:

Policy 6.1 - **After a project has been selected by SRTC for regional allocations of federal funds, any cost overruns are the responsibility of the project sponsor.** Project sponsors are required to sign SRTC's Local Agency Project Endorsement Form, which states that any cost overruns are the responsibility of the project sponsor.

Policy 6.2 - **Although cost overruns are the responsibility of the project sponsor, for eligible cost overruns (see Policy 6.3) on projects awarded on regional allocations of federal funds, the project sponsor may request additional funds through the SRTC Executive Director or the SRTC Board.** The process for requesting a fund increase is described below.

Policy 6.2.1 - For a project with a total estimated project cost less than \$1 million (as originally programmed in the TIP), the SRTC Executive Director may increase the project's award amount up to 15% of the total estimated project cost. At the Executive Director's discretion, the request may be brought to the TTC for discussion and input. Fund increase requests approved or denied by the Executive Director will be noted at an SRTC Board meeting. ***The original total estimated project cost for this project was \$179,363. The additional award request of \$24,000 is less than 15% of the total estimated project cost.***

Policy 6.2.2 is not applicable (for projects with total estimated project cost equal or great than \$1 million)

Policy 6.2.3 - It is the responsibility of the project sponsor to submit a written request to SRTC for the increase in the award amount. The request shall document the circumstances of the cost overrun and describe why the cost overrun should be considered eligible by SRTC and/or the SRTC Board for a fund increase.

Policy 6.2.4 - Fund increases that are considered by the SRTC Executive Director shall be limited to available funds. Available funds are allocated funds (this includes but is not limited to annual allocations, carryover funds, returned funds from projects that came in under budget) that have not been awarded or programmed for a specific project. ***SRTC is awaiting project closure notification on Spokane County's Appleyway Trailhead project with an anticipated TAP de-obligation of approximately \$39,000.***

Policy 6.2.4 cont. - If a fund source has been fully programmed in the current TIP (all available funds and forecasted funds are associated with planned projects), approving a fund increase request will impact currently programmed projects. These impacts could include delaying one or more projects out of the first four years of the TIP or reducing the award amount for one or more projects.

Policy 6.2.5 - If a fund increase request is denied by the SRTC Executive Director or the SRTC Board, the project sponsor may finance the cost increase through other funding sources, reduce the scope of the project to available funds (with SRTC concurrence on the scope change), or withdraw the project from the TIP and return any previously obligated funds to SRTC for redistribution. In addition, fund increase requests denied by the SRTC Executive Director may be appealed by the project sponsor; appeals may be considered by the SRTC Board, at their discretion.

Policy 6.3 - Fund increase requests related to cost overruns will be considered on a case-by-case basis. Policies 6.3.1 and 6.3.2 describe possible causes for eligible and ineligible cost overruns. The examples provided below are not exhaustive and do not imply the eligibility or ineligibility of any specific project. The SRTC Executive Director and/or SRTC Board shall make the determination on whether a project cost overrun is considered eligible or ineligible for a fund increase.

Policy 6.3.1 - A cost overrun may be eligible for a fund increase if it is considered outside of the control of the project sponsor. Examples of possible eligible cost overruns could include: unanticipated weather events, "Acts of God", or other external events including war, labor strikes, or national security threats or events; new federal or state mandatory requirements; significant unanticipated utility, environmental, cultural/historical issues; or significant unanticipated pavement condition.

Policy 6.3.2 - A cost overrun may be ineligible for additional funds through SRTC if the cost overrun is considered to be within the control of the project sponsor. Examples of possible ineligible cost overruns could include: a change in scope for owner betterment; omitted requirements that could have reasonably been anticipated; or poor judgment or inadequate planning, design, or implementation of the project.

Policy 6.4 - Approved fund increase requests related to cost overruns must maintain or increase the original local match commitment (i.e. percentages). *The Town of Fairfield did not have a local match requirement for this project.*

Public Involvement

This item is being presented in a public forum for the first time.

Policy Implications

The policies related to cost overruns have been detailed in the summary portion of this memo.

Technical Implications

If the requested \$24,000 of additional TAP funds is awarded to Fairfield's First Street Sidewalk project; \$24,000 less in TAP funding will be available for the 2018 SRTC call for projects. This project currently not programmed in the 2018-2021 TIP and would need to be added (with the additional TAP funding award) via the February TIP/STIP amendment cycle.

Prior Committee Actions

None.

Requested Action

Recommendation for SRTC Executive Director approval of Fairfield's \$24,000 TAP award increase for the First Street Sidewalk project.



Town of Fairfield · 218 East Main/PO Box 334 · Fairfield, WA 99012
Telephone: (509)283-2414 · Fax: (509)283-7033
Fairfieldwa@gmail.com

November 27, 2017

Spokane Regional Transportation Council
 421 W. Riverside Ave.
 Spokane, WA 99201

Attention: Sabrina Minshall, Director

Dear Sabrina;

The Town of Fairfield received bids for the First Street Sidewalk Project on Thursday, November 16, 2017. The project was funded with federal TAP funds through SRTC in 2015. Unfortunately, bids came in higher than the available construction budget. A summary of the bids is provided below:

	Wm. Winkler Co.	L&L Cargile	Bacon Concrete	Engineer's Est.
Base Bid	\$153,958.00	\$155,064.00	\$176,319.00	\$128,560.00

Based on a review of the bids by our Engineer, the bids appear to be competitive and reflective of the current bidding climate. The low bid, from Wm. Winkler Co., was approximately 20% over the Engineer's Estimate and 11% over the available construction budget (\$138,760). A copy of the bid tabulation has been enclosed for additional information.

The higher cost appears to be primarily due to the bidding climate which has changed significantly since the grant application was prepared in 2015. The economy has improved significantly and it is our understanding that contractors have been very busy and more selective about the work they pursue. While our engineer included a modest inflation factor in the original cost estimate, bid prices have been trending up at a faster rate than expected. We understand that there have been many project bids coming in higher than expected this year. Based on a review of the bids and their understanding of the bidding climate, our Engineer does not believe that re-bidding the project would realize a significant improvement in the bid prices.

The Town is currently short \$15,178. of the funds necessary to award the project. This is a significant amount for the Town's limited street budget to absorb and would devastate our ability to complete ongoing street maintenance and repairs. It would also not leave any contingency for potential unknowns during construction. We are unsure if we would be able to proceed with the award of the project without additional outside funding.

Therefore, the Town of Fairfield is requesting an increase of \$25,000 in the overall project funding to have a small contingency to cover potential unknowns during construction. The Town is requesting an additional \$24,000 in federal TAP funds. Due to the importance of the project, the Town council is committed to contributing an additional \$1,000 to cover the increased cost of the project.

Please contact us if you have any questions.

Sincerely

KayDee Gilkey, Mayor

Enclosure

Mayor & Council Members
KayDee Gilkey

Harry Gibbons Darcie Sainsbury George Davidson Valerie Rogers Emily Thomas



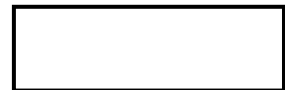
BID TABULATION

Prepared By: Century West Engineering Corporation

PROJECT NAME: First Street Sidewalk

CLIENT: Town of Fairfield

Date: November 16, 2017



BASE BID SCHEDULE

ENGINEER'S ESTIMATE

Wm. Winkler Co.

L & L Cargile, Inc.

Bacon Concrete Inc.

BID ITEM	ITEM DESCRIPTION	ESTIMATED QUANTITIES	UNITS	ENGINEER'S ESTIMATE		Wm. Winkler Co.		L & L Cargile, Inc.		Bacon Concrete Inc.	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$12,500.00	\$ 12,500.00	\$ 21,037.00	\$ 21,037.00	\$ 18,167.00	\$ 18,167.00	\$ 16,000.00	\$ 16,000.00
2	Roadway Surveying	1	LS	\$3,000.00	\$ 3,000.00	\$ 3,659.00	\$ 3,659.00	\$ 2,300.00	\$ 2,300.00	\$ 4,500.00	\$ 4,500.00
3	SPCC	1	LS	\$1,000.00	\$ 1,000.00	\$ 415.00	\$ 415.00	\$ 60.00	\$ 60.00	\$ 750.00	\$ 750.00
4	Project Temporary Traffic Control	1	LS	\$6,000.00	\$ 6,000.00	\$ 16,242.00	\$ 16,242.00	\$ 14,555.00	\$ 14,555.00	\$ 14,000.00	\$ 14,000.00
5	Clearing and Grubbing	1	LS	\$5,000.00	\$ 5,000.00	\$ 4,099.00	\$ 4,099.00	\$ 1,200.00	\$ 1,200.00	\$ 7,000.00	\$ 7,000.00
6	Sawcut Asphalt / Concrete	335	LF	\$6.00	\$ 2,010.00	\$ 1.80	\$ 603.00	\$ 3.00	\$ 1,005.00	\$ 4.20	\$ 1,407.00
7	Roadway Excavation, Inc. Haul	62	CY	\$20.00	\$ 1,240.00	\$ 33.00	\$ 2,046.00	\$ 70.00	\$ 4,340.00	\$ 65.00	\$ 4,030.00
8	Unsuitable Foundation Material, Incl. Haul.	73	CY	\$20.00	\$ 1,460.00	\$ 65.00	\$ 4,745.00	\$ 52.00	\$ 3,796.00	\$ 65.00	\$ 4,745.00
9	Ballast	145	TNS	\$35.00	\$ 5,075.00	\$ 64.60	\$ 9,367.00	\$ 48.20	\$ 6,989.00	\$ 78.00	\$ 11,310.00
10	Construction Geotextile For Separation	142	SY	\$5.00	\$ 710.00	\$ 7.50	\$ 1,065.00	\$ 3.00	\$ 426.00	\$ 4.00	\$ 568.00
11	Crushed Surfacing Base Course	30	TONS	\$40.00	\$ 1,200.00	\$ 62.20	\$ 1,866.00	\$ 50.00	\$ 1,500.00	\$ 78.00	\$ 2,340.00
12	Crushed Surfacing Top Course	265	TONS	\$40.00	\$ 10,600.00	\$ 54.20	\$ 14,363.00	\$ 51.00	\$ 13,515.00	\$ 75.00	\$ 19,875.00
13	Commercial HMA, 0.25 Ft Depth	142	SY	\$75.00	\$ 10,650.00	\$ 50.00	\$ 7,100.00	\$ 55.00	\$ 7,810.00	\$ 60.00	\$ 8,520.00
14	Schedule A Storm Sewer Pipe, 12 In. Diam.	61	LF	\$50.00	\$ 3,050.00	\$ 72.00	\$ 4,392.00	\$ 65.00	\$ 3,965.00	\$ 100.00	\$ 6,100.00
15	Storm Pipe Sleeve	1	LS	\$500.00	\$ 500.00	\$ 2,728.00	\$ 2,728.00	\$ 1,600.00	\$ 1,600.00	\$ 1,800.00	\$ 1,800.00
16	Trench Excavation Safety System	61	LF	\$5.00	\$ 305.00	\$ 1.00	\$ 61.00	\$ 2.00	\$ 122.00	\$ 14.00	\$ 854.00
17	Catch Basin Type 1	1	EA	\$2,000.00	\$ 2,000.00	\$ 1,865.00	\$ 1,865.00	\$ 1,500.00	\$ 1,500.00	\$ 2,700.00	\$ 2,700.00
18	D.I. Pipe for Water Main, 6 In. Diam.	34	LF	\$75.00	\$ 2,550.00	\$ 88.50	\$ 3,009.00	\$ 50.00	\$ 1,700.00	\$ 55.00	\$ 1,870.00
19	Moving Existing Hydrant	2	EA	\$3,000.00	\$ 6,000.00	\$ 627.50	\$ 1,255.00	\$ 3,410.00	\$ 6,820.00	\$ 1,250.00	\$ 2,500.00
20	Inlet Protection	3	EA	\$200.00	\$ 600.00	\$ 114.00	\$ 342.00	\$ 80.00	\$ 240.00	\$ 100.00	\$ 300.00
21	Silt Fence	30	LF	\$20.00	\$ 600.00	\$ 8.55	\$ 256.50	\$ 6.00	\$ 180.00	\$ 10.00	\$ 300.00
22	Seeded Lawn Installation	50	SY	\$15.00	\$ 750.00	\$ 12.40	\$ 620.00	\$ 15.00	\$ 750.00	\$ 16.00	\$ 800.00
23	Cement Concrete Traffic Curb	655	LF	\$22.00	\$ 14,410.00	\$ 20.40	\$ 13,362.00	\$ 27.00	\$ 17,685.00	\$ 30.00	\$ 19,650.00
24	Cement Concrete Traffic Curb and Gutter	47	LF	\$24.00	\$ 1,128.00	\$ 36.00	\$ 1,692.00	\$ 41.00	\$ 1,927.00	\$ 35.00	\$ 1,645.00
25	Cement Concrete Pedestrian Curb	22	LF	\$22.00	\$ 484.00	\$ 35.60	\$ 783.20	\$ 36.00	\$ 792.00	\$ 25.00	\$ 550.00
26	Cement Conc. Driveway Entrance Type 1, 6-In Reinf.	69	SY	\$75.00	\$ 5,175.00	\$ 80.40	\$ 5,547.60	\$ 87.00	\$ 6,003.00	\$ 85.00	\$ 5,865.00
27	Cement Conc. Driveway Entrance Type 1, 8-In Reinf.	40	SY	\$85.00	\$ 3,400.00	\$ 88.80	\$ 3,552.00	\$ 116.00	\$ 4,640.00	\$ 105.00	\$ 4,200.00
28	Cement Concrete Sidewalk	286	SY	\$55.00	\$ 15,730.00	\$ 42.70	\$ 12,212.20	\$ 43.00	\$ 12,298.00	\$ 54.00	\$ 15,444.00
29	Cement Concrete Sidewalk Ramp	40	SY	\$50.00	\$ 2,000.00	\$ 142.50	\$ 5,700.00	\$ 200.00	\$ 8,000.00	\$ 105.00	\$ 4,200.00
30	Detectable Warning Pattern	50	SF	\$30.00	\$ 1,500.00	\$ 20.00	\$ 1,000.00	\$ 20.00	\$ 1,000.00	\$ 25.00	\$ 1,250.00
31	Relocate Existing Mailbox	1	EA	\$250.00	\$ 250.00	\$ 341.00	\$ 341.00	\$ 388.00	\$ 388.00	\$ 400.00	\$ 400.00
32	Relocate Existing Sign	5	EA	\$250.00	\$ 1,250.00	\$ 294.00	\$ 1,470.00	\$ 360.00	\$ 1,800.00	\$ 300.00	\$ 1,500.00
33	Remove Existing Sign	1	EA	\$150.00	\$ 150.00	\$ 79.80	\$ 79.80	\$ 70.00	\$ 70.00	\$ 100.00	\$ 100.00
34	Removing Painted Crosswalk Line	66	SF	\$7.00	\$ 462.00	\$ 9.95	\$ 656.70	\$ 11.00	\$ 726.00	\$ 12.00	\$ 792.00
35	Painted Crosswalk Line	270	SF	\$10.00	\$ 2,700.00	\$ 2.90	\$ 783.00	\$ 3.00	\$ 810.00	\$ 3.50	\$ 945.00
36	Painted Stop Line	12	LF	\$10.00	\$ 120.00	\$ 6.50	\$ 78.00	\$ 7.00	\$ 84.00	\$ 9.00	\$ 108.00
37	Minor Change	1	Calc	\$1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
38	Permanent Signing	1	LS	\$1,600.00	\$ 1,600.00	\$ 1,680.00	\$ 1,680.00	\$ 1,900.00	\$ 1,900.00	\$ 2,600.00	\$ 2,600.00
39	Bollard, Type 2	4	EA	\$350.00	\$ 1,400.00	\$ 971.00	\$ 3,884.00	\$ 1,100.00	\$ 4,400.00	\$ 1,200.00	\$ 4,800.00
TOTAL BASE BID SCHEDULE				\$ 128,560.00	\$ 153,958.00	\$ 155,064.00	\$ 176,319.00				

Errors:

Bacon had an extension error of \$73 in Bid Item #8

Reviewed By:

B. Hicks
D. Chernak

MEMORANDUM

DATE: December 13, 2017

TO: Members of the Transportation Technical Committee

FROM: Anna Ragaza-Bourassa, Senior Transportation Planner

SUBJECT: Election of 2018 Officers

Summary

The Transportation Technical Committee (TTC) Bylaws states that the TTC shall annually select and recommend to the Board of Directors one of its members to act as a Chair and Vice-Chair for a one year term. It also states that the TTC shall select its Chair and Vice-Chair in such a way that no one participating agency is filling both positions at the same time. The history of the eight past years' Chair and Vice Chair appointments can be found in **Attachment One**.

The TTC Chair will preside over TTC meetings and be responsible for communicating to the Board of Directors and SRTC staff on matters directed by Board of Directors or TTC. The TTC Vice-Chair will perform all duties of the Chair during his or her absence. In the event that the Chair vacates his/her position, the Vice Chair fulfills the Chairs duties. As an Ex-officio member of the Board of Directors, the TTC Chair or Vice Chair shall make every attempt to attend of SRTC Board meetings.

Public Involvement

This is the first time the election of 2018 TTC Officers has been discussed in a public meeting.

Policy Implications

Duties for the Chair and Vice Chair are called out in the 2012 SRTC Advisory Committee Bylaws and Procedures document, see **Attachment Two**.

Technical Implications

Once selected, the new TTC officers will be seated at the February 28, 2018 TTC meeting.

Prior Committee Actions

None.

Requested Action

Election of the TTC Chair and Vice Chair positions to serve during calendar year 2018.