

Meeting Minutes
Department of Public Works Committee Meeting
June 6, 2018 at 8:15am

The meeting was called to order at 8:15 am.

The following members were present

Mark Ratterman, Clint Williams, Randy Parham, Ed Boyce and Connor McCarthy.

Staff present

Anne Lamitola, Director of Public Works; Lori Wrobel Administrative Assistant; John Fox, Councilman; and Patrick Hensley, Councilman

Adoption of the Agenda

Mr. Ratterman asked for a motion to approve the agenda; Mr. Williams made a motion to approve, Mr. Boyce seconded the motion. All present were in favor.

Approval of meeting minutes

Mr. Ratterman asked for a motion to approve the April 4, 2018 meeting minutes; Mr. Boyce made a motion to approve the minutes, Mr. Williams seconded the motion. All present were in favor.

PUBLIC FORUM

No members of the public addressed the Committee.

PROJECT UPDATES

Ms. Lamitola gave project updates on the following:

Lay Road Improvements

The Lay Rd. Improvement Project continues. The construction contract amount is lower than the engineer's estimate. Construction began in early March 2018 with the project will be complete by Fall 2018. Work completed thus far includes tree removal, tree root pruning, tree protection fence installation, block wall construction, driveway apron re-construction, and sidewalk installation.

Storm Water Needs Program

City staff and SWAC members had interviewed seven firms for engineering services. There were five firms selected for pre-qualification. It is anticipated that City Council will approve the engineering contracts at the June 2018 City Council Meeting. The top five projects have received the required letters of intent.

The top five projects are:

- Willow Hill – Reroute Along Road (infrastructure)
- Robin Hill Lane/McKnight Lane Bank Stabilization (stream bank stabilization)
- Deerfield/Wakefield storm sewer improvements
- South Tealbrook Drive storm sewer improvements
- Babler Lane storm sewer improvements

The next Storm Water Advisory committee meeting will take place on June 13, 2018 at 8:00 am.

ADA Self-Evaluation and Transition Plan

The Oates Associates ADA transition draft plan was presented to the Public Works Committee then City Council in February 2018. Following a thirty-day public review and comment period, City Council approved a resolution accepting the plan and authorizing the planning phase for implementation. City staff is now working on developing the plan for implementation.

2018 Microsurfacing Project

Microsurfacing, a latex modified slurry seal, will be applied to Warson Road from Clayton Road to Old Warson Road, on Des Peres from Old Warson to Hudson, and in the Clayton Road Park subdivision. The bids for the project are due on June 19, 2018. It is anticipated that City Council will award the project June 25th Council meeting. The contractor will be given 60 days to complete the project. The work on Warson and Des Peres will take place overnight and the work in the Clayton Road Park subdivision will take place during the day. Pavement markings (striping) will be completed after completion of the micro-surfacing application.

On-Call Engineering Services Consultant Recommendations

In April, the City issued a Request for Qualification, following the QBS process, for on-call engineering services for four categories of work; Roadway/ADA, Traffic, Beautification/Landscape Architecture, and Surveying.

Many government agencies go through the QBA process to establish on-call contracts. Public Works issues are time-critical, and when the need for a consultant arises, the City can contact a firm from the list and the contract conditions are already in-place. Only the specific scope and fee remain to be negotiated. Sample projects for each category, respectively, include ADA sidewalk and ramp replacement bid packages, planting and hardscape plans for medians, crosswalk and intersection analysis, and ROW staking.

17 submissions of Statements of Qualifications (SOQ's) were received for the various categories on May 1, 2018. 7 for landscape architecture, 13 for roadway, 7 for traffic, and 6 for survey. The submissions were reviewed and evaluated according to the criteria which reflects the requirements established by State Statute. The highest scores for the categories are as follows:

Roadway/ADA:	CMT and Oates
Landscape:	Christner and SWT
Traffic:	CBB and Lochmueller
Survey:	CDI

It is recommended that the on-call contracts be submitted to City Council for approval. Potential Services and hourly rates will be established based on the information provided in the RFQ. These agreements will be valid for a three-year period. The SOQ's for the individual firms will be available at the Public Works Committee for review.

Other Matters Deemed Necessary

At the April City Council meeting:

Ordinance 2183 was passed approving a Beautification, Open Space and Tree Advisory Committee. One member of the Public Works Committee will serve on the BOT Committee and will be appointed by the Mayor. Other appointed members, thus far, include Laure Hullverson from the Ladue Garden Club and Tom McCarthy who is the Parks Director of the City of Chesterfield. The Committee will meet quarterly with the first meeting to be scheduled after Committee members are appointed.

The purchase of one (1) 29019 M2-106 2-Ton Freightliner Truck with snow plow from Truck Centers under the Missouri Department of Transportation Contract was approved at a cost of \$110,021 after trade-in. \$131,688 was budgeted.

At the May City Council meeting:

The purchase of the budgeted replacement of a Leaf Vacuum in the amount of \$29,456 from Monster Power Equipment was approved. The budgeted amount was \$30,000. A bid solicitation was issued, and four bids were submitted.

Discussion ensued regarding Winter Wonderland, deer population and deer hunting.

Ms. Lamitola shared that MSD will be holding a public meeting on July 18th.

Mr. Williams made a motion to adjourn, Mr. Boyce seconded the motion. All present voted "aye" in favor and the meeting was adjourned at 9:15 am.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Ratterman", with a long horizontal flourish extending to the right.

Mark Ratterman
Department of Public Works Committee