



PUBLIC WORKS COMMISSION
Regular Meeting

Date: May 7, 2012

Meeting Called to Order: 5:33 p.m.

Meeting Adjourned: 7:40 p.m.

Present: Jo Beth McFadden, Richard Morton, Bob Washburn, Mike Riedmuller
Staff Present: Pam Hutton, P.E., Assistant Director of Public Works; Dan Sailer, P.E., Engineering Manager
Absent: Joe Procopio (Council Rep), Donna Hawk, Robert Wells, Kenneth Brink
Visitors: Tim Maloney, Chad Dubs, David Naibauer (all from Edward Kraemer & Sons, Inc.)

Note: Due to technical difficulties, the minutes below represent a summary of what could be transcribed from the tape and individual notes taken.

ITEM/SUBJECT	ACTION/BY	DISCUSSION/REPORT
Call to Order		Chair Jo Beth McFadden called the meeting to order. A quorum was present.
Public Comment on Items Not on the Agenda		None
Minutes	Motion made by Commissioner Richard Morton; seconded by Commissioner Mike Riedmuller	The Commission requested that the last sentence in the first paragraph be changed to read as follows: The feedback received by the majority of the residents that filled out comment sheets at the open house indicated that they preferred the over option. Minutes will be changed accordingly. It was motioned, seconded and approved by the Public Works Commission to accept the action minutes of April 2, 2012 with changes as requested. Motion carries unanimously.
Commendations – Pam Hutton		Commissioner Donna Hawk was acknowledged for her service on the Commission serving eight years. Staff is sorry that Donna wasn't able to join us tonight for her last meeting but staff appreciates all the time and dedication she has provided to the Town. The Town can't run without this kind of volunteerism. The Commission also wanted to thank Donna for all her hard work and appreciate her and all she accomplished while serving.
Approval of Night Work – Pam Hutton		Staff is seeking an approval from the Commission for a variance to the noise ordinance allowing Public Works to perform various summer activities at night which is outside the timeframe in the current municipal code. The majority of these activities will take place in the downtown area and due to the amount of traffic in this area during business hours and a desire to limit disruption to the traveling public and businesses; it was decided to seek this variance. There are several

	<p>Motion made by Commissioner Bob Washburn; seconded by Commissioner Richard Morton</p>	<p>planned maintenance activities which include pavement markings, lane striping, street sweeping, pavement repairs and contract maintenance work. The striping work will occur intermittently over a period of 3-4 weeks; street sweeping is done in the downtown area every other week (more if there is a public event being held there); contract maintenance work will last 2-3 weeks beginning in late May. The contract maintenance work will begin at 10PM on Sunday night and conclude at 7AM on Friday morning. No staff overtime will be incurred with these activities as they will shift their work schedules accordingly.</p> <p>There is a communication plan established to notify both businesses and residents as to when all work will be performed. While the downtown area is mostly businesses, there are people that reside in the area. It is proposed that the Town offer hotel accommodations to these residents if they feel the night work is going to disrupt them in any way. Costs for these accommodations will be absorbed within the existing budget.</p> <p>It was motioned, seconded and approved that the Public Works Commission recommend to Town Council to approve a variance to the Castle Rock Municipal Code, Chapter 9.16.070.E to allow night work for street maintenance activities. Motion carries unanimously.</p>
<p>Award of Contract for the CM/GC Service Agreement for the N. Meadows Drive Extension to US85 and I-25 Project – Dan Sailer</p>		<p>Previously, staff discussed with the Commission regarding the different methods that could be used for the construction of the N. Meadows Drive Extension project. It was decided by both the Commission and Town Council that CM/GC was the best method to use for this project. With the approval of the method, the Town approved a contract with Tsiouvaras Simmons Holderness, Inc. (TSH) to provide design services. The purpose of this item is to receive approval of Edward Kraemer & Sons, Inc. (Kraemer) to be the CM/GC contractor to provide the pre-construction services on this project. Proposals were sent out for these services and staff received a great response from contractors. The review panel, consisting of the Colorado Department of Transportation (CDOT), Douglas County and Town staff, shortlisted three of the seven contractors for interviews and Kraemer was selected as the firm that brings the best qualifications to this project to meet the project goals and would provide their construction insight based on their experience. Kraemer will be working with TSH to ensure that the design will be the most efficient and effective.</p> <p>Dan Sailer talked about Kraemer's background and</p>

		<p>introduced Tim Maloney, VP and overseer of the Western Operations. Mr. Maloney introduced David Naibauer, Construction Manager, and Chad Dubs, Project Engineer. John Fenton, Senior Project Manager, was out-of-town and unable to make it to tonight's meeting. Kraemer is very excited about this project and indicated that it is their strong desire to deliver an outstanding project to the community that houses their Colorado office and is home to many of their employees.</p> <p>The last team member to be brought into this project will be an Independent Cost Estimator (ICE). They will assist us in evaluating the way Kraemer puts the guaranteed maximum price (GMP) together. ICE will be versed in putting the project estimates together not using historical costs but actually going out and getting labor rates and cost of materials. This will ensure that the Town will get the best price for the project. The goal is to make sure that we are delivering a project that is equitable to all parties and make sure that all risks are mitigated before construction begins. This is the benefit of having this team onboard.</p> <p>The Commission asked many great questions related to the service agreement and the GMP. All questions were answered to the satisfaction of the Commission by staff.</p> <p>It was motioned, seconded and approved that the Public Works Commission recommend to Town Council to approve the service agreement with Edward Kraemer & Sons, Inc. for the N. Meadows Drive Extension to US85 and I-25 Project. Motion carries unanimously.</p>
	Motion made by Commissioner Mike Riedmuller; seconded by Commissioner Richard Morton	
2011 Annual Report – Pam Hutton		A presentation was given by Pam Hutton highlighting the 2011 accomplishments and work activities of Public Works Department. Pam also touched of performance measures and how Public Works is measuring their level of service and what projects are planned for 2012. The 2011 Annual Report was well received by the Commission members present and the Commission realizes the amount of work Public Works Department does and the quality of information that staff provides the Commission to help them make well informed decisions. The 2011 Annual Report will be presented to Town Council and will also be available on the Town's website.
Projects Update – Pam Hutton		An overview of current Public Works projects was provided to the Commission in their packets. Updates to these projects were discussed.
Council Comments – Joe		Mr. Procopio was absent.

Procopio		
Commission/Staff Comments/ Concerns		<ul style="list-style-type: none"> • The Commission wanted to know what concept Council approved for the BNSF railroad crossing for the N. Meadows Drive Extension project. Council approved the over concept unanimously. Council did take the Commission's endorsement that the Town will maximize their mitigation efforts especially where it came to landscaping; it was actually a part of their approval process. • Pam informed the Commission regarding the interviews for the vacancies on the Commission that will take place on Wednesday, 5/9. There are four applicants; one being Robert Wells who is applying for reappointment. • Pam gave the Commission an update on the Fleet Services Manager position. This position has been advertised and staff received 39 applications. These 39 candidates were screened down to nine. Staff provided those nine with four questions that they needed to respond to in written form. Eight of nine candidates responded to the questions. A panel will review the responses. Once those are reviewed, we hope to narrow the eight down to 2-4 that will come in for an interview. Interviews will hopefully be set up the third week of May and a recommendation for hire by the end of the month.
		There being no further business, the meeting was adjourned. Next meeting June 4.