

# **CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

## **Minutes of the October 9, 2013 Meeting**

### **Page 1**

A regular meeting of the Carson City Regional Transportation Commission was scheduled to begin following adjournment of the Carson Area Metropolitan Planning Organization meeting on Wednesday, October 9, 2013 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson John McKenna  
Vice Chairperson James Mallery  
Commissioner Charles Des Jardins  
Commissioner James Smolenski

**STAFF:** Darren Schulz, Deputy Public Works Director  
Patrick Pittenger, Transportation Manager  
Daniel Doenges, Senior Transportation Planner  
Graham Dollarhide, Transit Coordinator  
Jeff Sharp, City Engineer  
Joseph Ward, Senior Deputy District Attorney  
Kathleen King, Deputy Clerk / Recording Secretary

**NOTE:** A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

**A. CALL TO ORDER AND DETERMINATION OF A QUORUM** (4:50:23) - Chairperson McKenna called the meeting to order at 4:50 p.m. Roll was called; a quorum was present. Commissioner Bonkowski was absent.

**B. PUBLIC COMMENT** (4:50:48) - Chairperson McKenna entertained public comment; however, none was forthcoming.

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES - August 14, 2013** (4:51:02) - Commissioner Smolenski moved to approve the minutes. Commissioner Des Jardins seconded the motion. Motion carried 4-0.

**D. AGENDA MANAGEMENT NOTICE** (4:51:39) - Chairperson McKenna entertained modifications to the agenda; however, none were forthcoming.

**E. DISCLOSURES** (4:51:51) - None.

**F. PUBLIC MEETING ITEMS:**

**F-1. RECOGNITION OF JON WINTERS, WINNER OF THE KATHERINE McCLARY OPERATOR OF THE QUARTER (2013, 2<sup>ND</sup> QUARTER) AWARD FOR MV TRANSPORTATION** (4:52:03) - Chairperson McKenna introduced this item, and provided background information on the Katherine McClary Operator of the Quarter Award. He invited Jon Winters to join him at the podium, and provided background information on his employment with the City. He presented Mr. Winters with a plaque, and thanked him for his excellent record. The commissioners, City staff, and citizens present applauded. Mr. Winters thanked the commissioners, and Chairperson McKenna returned to the dais.

## **CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

### **Minutes of the October 9, 2013 Meeting**

**Page 2**

**F-2. POSSIBLE ACTION TO APPROVE THE CONTRACT PERTAINING TO PARTIAL REIMBURSEMENT FOR TRANSPORTATION FOR ELIGIBLE MEDICAID RECIPIENTS, BETWEEN THE STATE OF NEVADA, ACTING BY AND THROUGH ITS DEPARTMENT OF HEALTH CARE FINANCING AND POLICY (“DHCFP”) AND CARSON CITY REGIONAL TRANSPORTATION COMMISSION (“RTC”) (4:53:55)** - Chairperson McKenna introduced this item. Mr. Pittenger provided background information and reviewed the agenda materials. He and Transit Coordinator Graham Dollarhide responded to questions of clarification regarding the amounts and mechanism of reimbursement; and eligibility requirements. Chairperson McKenna entertained additional commissioner questions or comments; however, none were forthcoming.

Chairperson McKenna entertained public comment and, when none was forthcoming, a motion. **Vice Chairperson Mallery moved to approve the contract pertaining to partial reimbursement for transportation for eligible Medicaid recipients, between the State of Nevada, acting by and through its Department of Health Care Financing and Policy (“DHCFP”), and Carson City Regional Transportation Commission, for a not-to-exceed amount of \$635,900. Commissioner Smolenski seconded the motion. Motion carried 4-0.**

**F-3. POSSIBLE ACTION TO DETERMINE THAT NEVADA CURB IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1213-182, FAIRVIEW DRIVE SAFETY IMPROVEMENTS, FOR A BID AMOUNT OF \$90,849.82, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$9,084.00, TO BE FUNDED FROM PUBLIC WORKS RTC CAPITAL PROJECTS CONSTRUCTION ACCOUNT, AS PROVIDED IN FY 2013 / 2014 (5:05:59)** - Chairperson McKenna introduced this item, and Mr. Pittenger reviewed the agenda materials. City Engineer Jeff Sharp provided background information on the bidding process, and reviewed staff’s recommendation to award the bid to Nevada Curb. Mr. Sharp acknowledged that the concrete work is temperature dependent and advised that it has to be done at night.

Chairperson McKenna entertained public comment and, when none was forthcoming, a motion. **Commissioner Smolenski moved to determine that Nevada Curb is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1213-182, Fairview Drive Safety Improvements, for a bid amount of \$90,849.82, plus a contingency amount not to exceed \$9,084.00, to be funded from Public Works RTC Capital Projects Construction account, as provided in FY 2013 / 2014. Commissioner Des Jardins seconded the motion.** Chairperson McKenna entertained discussion; however, none was forthcoming. In response to a question, Mr. Sharp advised of the anticipation that the project will be completed in April / May 2014. He acknowledged that the project has to be constructed at night due to traffic volume issues. Chairperson McKenna entertained additional discussion and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 4-0.**

**F-4. POSSIBLE ACTION TO DETERMINE THAT V&C CONSTRUCTION, INC.’S BID SUBMITTAL IS NOT RESPONSIVE AND, THEREFORE, STAFF RECOMMENDS REJECTION OF THEIR BID AND BID PROTEST (5:11:49)** - Chairperson McKenna introduced this item. City Engineer Jeff Sharp reviewed the agenda materials, and responded to questions of clarification regarding the bidding process. Chairperson McKenna entertained public comment and, when none was forthcoming, additional commissioner questions or comments. In response to a question, Mr. Ward referenced the August 30, 2013 letter from NDOT Program Officer Dana Olivera, which was included in the agenda

# CARSON CITY REGIONAL TRANSPORTATION COMMISSION

## Minutes of the October 9, 2013 Meeting

Page 3

materials, and provided an overview of the recommended commission action. Mr. Sharp acknowledged that V&C Construction, Inc. representatives were notified of this meeting.

Chairperson McKenna entertained additional commissioner questions or comments. In response to a question, Mr. Sharp advised of “schedule implications if we move forward with the project ... under [item] F-5 ...” Chairperson McKenna entertained a motion. **Vice Chairperson Mallery moved to determine that V&C Construction, Inc.’s bid submittal is not responsive and, therefore, staff recommends the rejection of their bid and bid protest. Commissioner Smolenski seconded the motion.** Chairperson McKenna entertained public comment and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 4-0.**

### **F-5. POSSIBLE ACTION TO DETERMINE THAT A&K EARTH MOVERS, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1213-181, EAST FIFTH STREET BIKE AND PEDESTRIAN IMPROVEMENTS PROJECT, FOR A BID AMOUNT OF \$226,820.00, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$22,682.00, TO BE FUNDED FROM PUBLIC WORKS RTC CAPITAL PROJECTS CONSTRUCTION ACCOUNT, AS PROVIDED IN FY 2013 / 2014** (5:18:28)

- Chairperson McKenna introduced this item, and Mr. Sharp reviewed the bidding process. He reviewed the planned work schedule, and advised that A&K Earth Movers, Inc. has proposed to eliminate the micropaving portion of the contract “and the City can use other funds at a later date ... in the future to do the micropaving.” Mr. Sharp reviewed project funding allocations and advised that if the micropaving is dropped from the contract, “we’ll actually be more in line with the budget available for federal funding.” He further advised of staff’s recommendation “to award the contract in full, with the understanding that we’ll do a work directive to A&K and delete the micropaving portion of the project which is within our rights per the general conditions of the contract.” In response to a question, he advised of no requirement to rebid the contract relative to eliminating the micropaving portion. He and Mr. Pittenger reviewed project funding. Mr. Sharp responded to additional questions of clarification regarding the bid amount, the project time table, traffic controls, and the project route.

Chairperson McKenna entertained additional commissioner questions or comments and, when none were forthcoming, public comments. When no further questions or comments were forthcoming, he entertained a motion. **Commissioner Des Jardins moved to determine that A&K Earth Movers, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1213-181, East Fifth Street Bike and Pedestrian Improvements Project, for a bid amount of \$226,820.00, plus a contingency amount not to exceed \$22,682.00, to be funded from Public Works RTC Capital Projects Construction account, as provided in FY 2013 / 2014. Vice Chairperson Mallery seconded the motion.** Motion carried 4-0.

### **F-6. POSSIBLE ACTION TO ACCEPT THE WORK AS COMPLETED, TO ACCEPT THE CONTRACT SUMMARY AS PRESENTED, AND TO APPROVE THE RELEASE OF FINAL PAYMENT, IN THE AMOUNT OF \$117,779.97, FOR CONTRACT 1213-179, CARSON CITY LONG LINE STRIPING PROJECT TO INTERMOUNTAIN SLURRY SEAL, INC.** (5:26:39) - Chairperson McKenna introduced this item, and Mr. Pittenger reviewed the agenda materials. Chairperson McKenna entertained commissioner questions or comments and public comments and, when none were forthcoming, a motion. **Commissioner Smolenski moved to accept the work as completed, to accept the contract summary as presented, and to approve the Release of Final Payment, in the amount of**

# **CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

## **Minutes of the October 9, 2013 Meeting**

**Page 4**

**\$117,779.97, for Contract No. 1213-179, Carson City Long Line Striping Project, to Intermountain Slurry Seal, Inc. Vice Chairperson Mallery seconded the motion. Chairperson McKenna called again for public comment and, when none was forthcoming, a vote on the pending motion. Motion carried 4-0.**

### **G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**G-1. STREET OPERATIONS REPORT - AUGUST 2013** (5:28:40) - Mr. Pittenger referenced the report included in the agenda materials.

**G-2. PROJECT STATUS REPORT** (5:29:01) - Mr. Pittenger reviewed the report included in the agenda materials.

**G-3. FUTURE AGENDA ITEMS** (5:30:31) - Mr. Pittenger and Mr. Schulz reviewed the tentative agenda for the next commission meeting.

**H. COMMISSIONER COMMENTS** (5:32:07) - Chairperson McKenna thanked the commissioners for their attendance and participation. He advised that City Manager Larry Werner had announced his retirement. Chairperson McKenna entertained additional commissioner comments; however, none were forthcoming.

**I. PUBLIC COMMENT** (5:33:07) - Chairperson McKenna entertained public comment; however, none was forthcoming.

**J. ACTION TO ADJOURN** (5:33:14) - A motion was made, seconded, and carried unanimously to adjourn the meeting at 5:33 p.m.

The Minutes of the October 9, 2013 Carson City Regional Transportation Commission meeting are so approved this 8<sup>th</sup> day of January, 2014.

---

JOHN McKENNA, Chair