

CIRCUIT ENGINEERING DISTRICT #1 SPECIAL BOARD MEETING MINUTES

DATE: Tuesday, May 1, 2007
 TIME: 2:00 pm
 PLACE: ODOT Division VIII Headquarters, Tulsa, Oklahoma

ROLL CALL

COUNTY	PRESENT	ABSENT
CRAIG	x	
CREEK	x	
DELAWARE	x	
MAYES	x	
NOWATA	x	
OSAGE	x	
OTTAWA	x	
PAWNEE	x	
ROGERS	x	
TULSA	x	
WASHINGTON	x	

MINUTES

1. Meeting called to order by President (Gary Deckard).
2. Secretary (Scott Hilton) called roll call: all present.
3. Motion to approve minutes by _____. Seconded by _____. Minutes approved.
4. Nowata and Pawnee Counties need to turn in resolutions to stop payment.
5. Tim Gatz gave an overview of the CIRB program. HB1176 directed 15% additional motor vehicle tax to the CIRB program. The anticipated phased contribution is:

State FY	Percentage	Estimated Amount
2008	5%	\$28.5 Million
2009	10%	\$56 Million
2010+	15%	\$85 Million

CEDs were requested to provide input/priorities, etc., using CED plans creating state 5-year plan for transportation board approval. Div 8/CED#1 put high priority projects on list . good job!

HB1176 put ODOT in the position to administer the CIRB program.

ODOT (County Road and Bridge) standards will (may or may not) apply to all projects.

A cooperative decision on projects will be made by state, county, division.

Division 8 did some of the best estimating.

ODOT used \$32/sy for pavement (6+asphalt with 8+aggregate base)

ODOT used \$100/sf for bridge (except when barge work is needed)

Projects currently under design will stay on course; for example, a 26qwide bridge will stay 26qwide unless we feel it needs to be wider. A collective decision will be made whether to redesign or not. If CIRB funds prohibit widening, then HB1176 will pay engineering cost.

ODOT suggested documentation of all decisions to help keep plan balanced.

CED will have to do project management. ODOT has estimated \$75K per year for Division 8 CIRB and has taken that amount out of Division 8 CIRBō

During project development

ROW acquisition

Utility relocation

Yearly updates to 5-year Plan . revalidate and add as required

ODOT struggled where STP or BR money came in. They sometimes could not tell if commissioner had federal funds available. If ODOT was not sure, they zeroed it out. They are not sure they got it right.

Commissioners were encouraged to look for opportunities to marry STP/BR/BIA/etc; multiple funding streams are welcome.

Consultant selection must be made in accordance with state statute. The selection will be qualifications-based. The steps are:

ODOT issue a solicitation for consultant services

ODOT interview respondents . rank 1,2,3

Negotiate with #1 (if unable to agree to terms, negotiate with #2)

3-5 ODOT personnel with District Commissioner and one from CED and one from local government and one from Division 8

ODOT contract

May be lump sum or cost plus (max) based on needs of project

ODOT will hire anyone the county wants

Environmental Clearance

Environmental service contracts sending to consultants

Interacting with resource agents about endangered species and wetland issues

Review process will be as quick as possible through lessons learned on LPB

NEPAS

Only project not planning to construct in first five years is Bedford Bridge (John, I heard someone talking about this . I think they were saying it is Belford Bridge)

CIRB website

ODOT encourages CED to maintain flexibility in plan . update/revise as necessary

Intergovernmental Agreement

Consultants or in-house

Work and bill expenses back

Programming Resolutions

Need resolutions

Every county must approve the resolution for their projects

ODOT will send a notice to do resolution

ROW . ODOT will help with ROW only if requested.

Utility relocation . ODOT will help only if requested.

ODOT will issue some sort of monthly statement on funding accumulations. The eight spots will be split equally.

The current project estimates include 6% for construction management. ODOT will handle however the CED wants to handle . ODOT or contract

Change to 5-year plan . if a change needs to take place we need to recommend to ODOT.

More projects as required

CED to monitor budget and funds and balance yearly expenditures

ODOT hopes to present the plan to the Transportation Commission on May 7th.

6. Dana Hudgins asked why his project is at bottom of list when it was Creeks #1 priority. Was it because he wasn't in CED? We said he did not have to be in CED. All Division 8 projects were considered. Why is the cost \$4.8M when he only needs \$700K? That is the way his form was completed by the consultant.

7. The next meeting will be Friday, May 4, 2007, at 10:00 am at Mayes County barn.

8. Motion to adjourn by Russell Earls. Seconded by Jim Clark.
