

**Transportation Committee
Meeting Minutes
Wednesday, March 16, 2011 – 8:15 A.M.
McHenry County Division of Transportation
Main Conference Room
Woodstock, Illinois 60098**

Chairperson Anna May Miller
Vice-Chairperson Paula Yensen Scott Breeden
Diane Evertsen Virginia Peschke
Nick Provenzano Sandra Salgado

CALL TO ORDER

Chairperson Miller called the meeting to order at 8:15 A.M.

MEMBERS IN ATTENDANCE

Chairperson Miller, Paula Yensen, Sandra Salgado, Virginia Peschke, Diane Evertsen, Nick Provenzano and Scott Breeden

MEMBERS NOT IN ATTENDANCE

None

OTHER ATTENDEES

In attendance were: Ken Koehler, County Board Chairman; Peter Austin, County Administrator; Jeff Young, Division of Transportation, Assistant County Engineer; Wally Dittrich, Division of Transportation, Design Manager; Cynthia Schaupp, State's Attorney Office (SAO); Gary Blazek, Civiltech Engineering, Inc.; P. J. Fitzpatrick, Wills, Burke, Kelsey (WBK) Associates; Kelly Farley, Crawford Murphy & Tilly (CMT); John Ambrose, Baxter & Woodman, Inc.; Robert Rollings, Bollinger Lach & Associates, Inc. (BLA); Ted Lachus, Primera Engineers, Ltd.; Sung Lee, McDonough Associates, Inc.; Glen Kirchen, Thomas Engineering Group; Nicole Lehmann, Christopher B. Burke Engineering Ltd. (CBBEL); Lisa Rhoades, The Rhoades Group, Ltd.; Dan Korbas, Resident; Bjorn Mattsson, Fleming Road Alliance (FRA); Mark DeVries, Division of Transportation, Maintenance Superintendent; Mark Dammyer, Division of Transportation, Construction Manager; Jason Osborn, Division of Transportation, Principal Transportation Planner; Sarah Chadderdon, Division of Transportation, Transportation Planner; Debra Kroll, Division of Transportation, Administrative Specialist.

PUBLIC COMMENT

- Mr. Dan Korbas, voiced his concerns to the proposed Thatcher Meadows Development at Illinois Route 120 and Ridge Road. Mr. Korbas requested that the Transportation Committee include this matter on a future agenda.

APPROVAL OF MEETING MINUTES – MARCH 2, 2011

On a motion by Ms. Yensen, seconded by Ms. Peschke, the meeting minutes of March 2, 2011 were approved as presented.

A voice vote was taken with all members present voting “aye”; motion carried.

RESOLUTION ACCEPTING MICRO-SURFACING AGGREGATE MATERIAL BIDS AND APPROPRIATING FUNDS

McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution awarding a 2011 County Highway Pavement Preservation contract for the purchase and transport of micro-surfacing aggregates to the MCDOT facility.

McHenry County annually resurfaces, micro-surfaces and crack seals portions of the County Highway System to protect the pavement structures as well as to maintain a safe and quality riding surface for the motoring public. Bids were opened on December 6, 2010.

This year, MCDOT plans to micro-surface approximately eight (8) lane miles of County highway, on Charles Road from Nelson Road to Illinois Route 120. In MCDOT's continuing effort to improve micro-surfacing, a granite waste material was identified for an aggregate to be used, currently available only in southern Wisconsin. MCDOT has tested this material and ran a trial mix design, resulting in that the use of this material will result in a more durable and long-lasting micro-surface product than previously achieved with local available aggregates.

On a motion by Ms. Salgado, seconded by Ms. Yensen, the resolution accepting micro-surfacing aggregate material bids and appropriating funds was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

RESOLUTION AWARDING A CONTRACT FOR FY 2011 TREE REMOVAL MAINTENANCE AND APPROPRIATING FUNDS

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution appropriating funds for FY 2011 tree trimming and removal contract.

MCDOT has recognized the need for an emergency tree removal and tree trimming contract in case of a catastrophic storm event, such as the event on January 6, 2008 when a tornado struck the town of Lawrence. Retaining a contractor and fixed unit prices within this contract will protect the County from paying inflated prices and securing a contractor during an emergency. MCDOT staff has also identified the need for tree removal that is out of the scope of the MCDOT Vegetation Section due to limitations with existing equipment and staff time. Having this flexibility will permit County resources to be better utilized.

The original contract bid included the option to continue the service on an annual renewal basis for up to three (3) consecutive years, if so desired. This will be the third and final year of this contract. Approval of funds is brought forward each year to the Transportation Committee and County Board for approval.

In 2009, \$30,000.00 was budgeted and \$27,450.00 was spent. In 2010, \$30,000.00 was budgeted and \$27,790.00 was spent. This past year the main focus was to remove the hazardous trees from above the wall on Algonquin Road just west of Illinois Route 31. Also, removal took place at Algonquin Road and Hilltop Road and also behind the wall on Randall Road near Miller Road. These removals required the use of a crane to perform the work.

Based on the services provided, MCDOT recommends renewing the contract for the final year.

On a motion by Ms. Peschke, seconded by Ms. Yensen, the resolution awarding a contract for FY 2011 tree removal maintenance and appropriating funds was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

RESOLUTION ACCEPTING ROAD DISTRICT MATERIAL BIDS

The McHenry County Division of Transportation (MCDOT) staff requests the approval of both resolutions accepting the Road District Resurfacing Bids and accepting Material Bids for the various Townships.

Bids were opened on March 4, 2011 at the Division of Transportation (DOT), and were checked for errors.

This is an annual bid and is funded primarily through the Township Motor Fuel Tax (MFT) funds. For the materials, costs are to be paid from Township funds.

The MCDOT engineering staff will provide construction administration and inspection services to assist the Highway Commissioners with these contracts.

Agenda Item #6.0 and Agenda Item #7.0 were approved under one (1) motion.

On a motion by Ms. Salgado, seconded by Ms. Yensen, the resolutions accepting the Road District Resurfacing bids and Material bids for various Townships were approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

RESOLUTION APPROVING AN ENGINEERING SERVICES AGREEMENT FOR PUBLIC OUTREACH FOR THE 2040 MCHENRY COUNTY LONG-RANGE TRANSPORTATION PLAN

The McHenry County Division of Transportation (MCDOT) staff requests the approval of an engineering services contract with Sam Schwartz Engineering for the public outreach portion of the 2040 McHenry County Long-Range Transportation Plan.

A Request for Qualifications (RFQ) was posted on June 12, 2010 following the June 9, 2010 announcement from the Chicago Metropolitan Agency for Planning (CMAP) that the 2011 Unified Work Program included \$200,000.00 for the McHenry County Long-Range Transportation Plan.

On October 14, 2010, three (3) firms short-listed by MCDOT staff conducted presentations for the Transportation Committee. Following these presentations, the Transportation Committee selected the consultant team led by Sam Schwartz Engineering. The other sub-consultant firms with Sam Schwartz Engineering include Active Trans, Baxter and Woodman, Inc., Interface Studio, the Shah Center, and Urban Studio.

Since October 2010, MCDOT staff has been working with the consultant team to develop the contract.

This contract is for the public involvement aspects of the Long-Range Transportation Plan. It will be funded 80% through a Federal Unified Work Program (UWP) Grant; 20% or roughly \$50,000.00 will come from the County Regional Transportation Authority (RTA) Sales Tax fund.

On a motion by Ms. Yensen, seconded by Ms. Evertsen, the resolution approving an engineering services agreement for public outreach for the 2040 McHenry County Long-Range Transportation Plan was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting “yes”; motion carried.

RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE CHICAGO METROPOLITAN AGENCY FOR PLANNING (CMAP) FOR FEDERAL UNIFIED WORK PROGRAM GRANT FUNDS FOR PUBLIC OUTREACH FOR THE 2040 LONG-RANGE TRANSPORTATION PLAN

The McHenry County Division of Transportation (MCDOT) staff requests the approval of an intergovernmental agreement (IGA) with the Chicago Metropolitan Agency for Planning (CMAP) to fund the public involvement component of the 2040 Long-Range Transportation Plan.

On June 9, 2010 CMAP announced the 2011 Unified Work Program (UWP) including \$200,000.00 for the McHenry County Long-Range Transportation Plan. This IGA is required in meeting the local Metropolitan Planning Organization (MPO), State, and Federal funding requirements associated with the UWP Grant. The total grant award is for \$200,000.00 for approximately a \$250,000.00 project cost, of which the County’s share will be 20% or \$50,000.00.

On a motion by Ms. Salgado, seconded by Mr. Breeden, the resolution approving an IGA with CMAP for Federal UWP Grant funds for public outreach for the 2040 Long-Range Transportation Plan was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting “yes”; motion carried.

PROJECT STATUS REPORT

MCDOT staff reviewed the following projects:

Union Road Bridge

- Bids were taken at the Illinois Department of Transportation (IDOT) in Springfield, Illinois on Friday, March 11, 2011. The low bidder was Herlihy Mid-Continent Company with a bid of \$1.6 million; the Engineer’s estimate was \$2.4 million. There were eight (8) bidders in total, with the highest bid reaching \$2.1 million.

Current Construction Projects Update

Rakow Road

- Tree removal will be completed this week.
- Erosion control is ongoing for Phase I.
- Top soil stripping and excavation for widening and temporary pavement will begin next week.
- Paving and temporary pavement will commence the week of March 28, 2011.
- Work on the temporary traffic signals has begun and is expected to be completed the first week in April 2011.

Dunham Road Bridge

- Work got underway last week and the demolition of the old bridge is complete.
- Channel excavation on the east half of river is presently taking place.
- Rip rap is being placed.
- Driving pilings east of the abutment is scheduled for Thursday, March 17, 2011.
- The project is on schedule.

Walkup Road

- Contractors are working on temporary traffic signals and a stage switch has been conducted.

Franklinville Road Bridge

- A meeting has been scheduled for Monday, March 21, 2011 at 10:00 A.M. at the McHenry County Division of Transportation (MCDOT) to answer questions regarding two (2) bridge projects on Franklinville Road.
- The purpose of the meeting will be to inform the public about:
 - the project process
 - the project schedule
 - an informational brochure regarding the projects will be provided at the meeting
 - MCDOT staff will be available to answer questions

Rakow Road Signals

- Ms. Yensen was contacted by a constituent regarding the timing of the signalization on Rakow Road. MCDOT staff stated that the contractor for the project has a consultant in place that will oversee the optimization of signals during the course of the project.

OLD BUSINESS

None

NEW BUSINESS

Request for Qualifications

- **Phase III Engineering Services**
 - ***Walkup Road*** – Feedback from constituents concerning public communication issues regarding the Walkup Road Phase II project were expressed to County Board members.

Discussions ensued regarding constituents concerns and it was the consensus of the Committee that a dynamic public communication effort on the part of the consultant during the course of the project is an important key factor to all stakeholders.

The Committee's direction to the McHenry County Division of Transportation (MCDOT) staff was to post RFQ's for Phase III engineering services eventually to be interviewed by the Committee for the Walkup Road project.

It was suggested that MCDOT staff draft a list of guidelines, criteria, practices, and expectations of the consultant with an emphasis on public communication for the Phase III element of the Walkup Road project.

- **Johnsburg Road** – MCDOT discussed the progress of land acquisition and consultant services for the project. Per the MCDOT's consultant selection policy, it was the Committee's direction to continue with the consultant services of H. R. Green Company for Phase III engineering services as their performance has been acceptable for the Phase II Design Engineering.
- **Virginia Road at Illinois Route 31** - MCDOT discussed the progress of land acquisition and consultant services for the project. Per the MCDOT's consultant selection policy, it was the Committee's direction to continue with the consultant services of Civiltech Engineering Inc. for Phase III engineering services as their performance has been acceptable for the Phase II Design Engineering.

- **2040 Long-Range Transportation Plan – Transit Component**

The McHenry County Division of Transportation (MCDOT) staff requests the posting of a request for qualifications (RFQ) to seek a qualified firm to undertake the work required to analyze and recommend transit operations in the County as part of the 2040 Long-Range Transportation Plan.

On June 9, 2010 the Transportation Committee agreed that the firm currently providing transit consulting services to the County in support of the Implementation Task Force (ITF) has performed well, to which Pace concurred. In compliance with the MCDOT's Consultant Selection Policy, the Transportation Committee directed MCDOT staff to develop a scope of services with the existing firm, TranSystems Corporation.

Since that direction, the Regional Transportation Authority (RTA) authorizing the grant requires that despite the existing contract and performance of the consultant, that MCDOT post an RFQ for the project.

The grant received is for \$120,000.00 in Federal funds requiring the County to pay the local 20% match of \$30,000.00.

On February 15, 2011, the County Board approved the application for the RTA grant.

The Committee offered their concurrence for MCDOT staff to post an RFQ to seek a qualified firm who will evaluate and suggest a method for transit operations in the County.

- **2011 Material Testing**

A 2011 material testing consultant selection list with MCDOT staff recommendations was provided to Committee members.

S.T.A.T.E. Testing, LLC. was the consultant for last year's material testing program for the MCDOT. S.T.A.T.E. Testing has had a good working relationship with MCDOT staff from other projects and continues to meet aggressive project schedules.

Also provided were Quality Assurance (QA) Manager services in addition to QA Testing, for a greater oversight of the project by the consultant. This firm works with others in the industry promoting innovative technologies for pavement preservation (warm mix, ground tire mixtures, etc.).

Request for Qualifications (RFQ's) directed by the Committee, were received by MCDOT. Only five (5) submittals out of twenty (20) firms pre-qualified in Illinois were received.

Discussions ensued and the Committee offered their concurrence with MCDOT staff's recommendation of S.T.A.T.E. Testing, LLC for Material Testing for 2011.

EXECUTIVE SESSION – Land Acquisition, Pending Litigation and Meeting Minutes

On a motion by Ms. Salado, seconded by Ms. Yensen, the Committee went into Executive Session at 9:20 A.M. to discuss land acquisition, pending litigation and to review meeting minutes.

A roll call vote was taken with all members present voting "yes"; motion carried.

REGULAR SESSION

On a motion by Ms. Salgado, seconded by Mr. Breeden, the Committee went into Regular Session at 9:45 A.M.

A roll call vote was taken with all members present voting “yes”; motion carried.

Chairperson Miller noted that “no action” was taken in Executive Session.

The Executive Session meeting minutes of March 2, 2011 were reviewed and by direction of the Committee will be forwarded to the State’s Attorney Office (SAO) for review and release.

RESOLUTION AUTHORIZING THE ACQUISITION OF RIGHT-OF-WAY FOR HIGHWAY PURPOSES FOR THE JOHNSBURG ROAD PROJECT PURSUANT TO EMINENT DOMAIN

McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the authorization to acquisition of right-of-way for the Johnsburg Road widening and resurfacing project in the Village of Johnsburg pursuant to eminent domain.

On a motion by Ms. Yensen, seconded by Ms. Salgado, the resolution authorizing the right-of-way for highway purposes for the Johnsburg Road project pursuant to eminent domain was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting “yes”; motion carried.

MEMBER COMMENTS

- Chairperson Miller shared with the Committee an invitation that she received regarding the Union Pacific and Northwest Municipal Conference to Ride the Safety Train.
- MCDOT staff discussed the issue addressed during the Public Comment segment of today’s meeting regarding the proposed Thatcher Meadows Development. It was advised that the County has no highways in proximity to the proposed development, nor any authority regarding this matter.

Permits for this development would be issued from the corresponding roadway agencies. It was suggested that inquiries be made to the Village of Wonder Lake and/or the Illinois Department of Transportation (IDOT) for developer requirements.

Ms. Salgado suggested that perhaps today’s Public Comment topic could be discussed at the Highway Improvement Program Workshop meeting and stated that she would continue communications with constituents regarding this issue.

NEXT MEETING DATE & LOCATION

8:15 A.M. on April 6, 2011 – McHenry County Division of Transportation

ADJOURNMENT

On a motion by Ms. Salgado, seconded by Ms. Yensen, the meeting adjourned at 9:55 A.M.

A voice vote was taken with all members present voting “aye”; motion carried.