



Travel Information Council

1500 Liberty Street SE, Suite 150
Salem, OR 97302

MINUTES
Rest Area Committee
Virtual Meeting
February 3, 2022

Members Participating:

Mike Card; Matt Preston, Valerie Warren; Ed Washington

Excused: Susan Steward

TIC Staff Participating:

Elizabeth Boxall; Daphnee Legarza; Heather Swanson; Diane Welter

The meeting was called to order by Card at 10:02 a.m., at the TIC office in Salem, OR.

Roll Call: Card, Preston, Warren, and Washington were present by Teams virtual meeting. Staff were present in the Salem office.

Business Meeting

Approval of the Minutes: *Washington made a motion to approve December 2, 2021, minutes as submitted. Warren seconded. The motion carried.*

Rest Area Capital Projects & Other Projects:

- **Current Available Funding & Commitments** – Welter said as of December 31, 2021, there is a current cash balance of \$5,518,000 in capital funds. \$381,000 of the capital funds are unplanned.
- **Priority One ADA Companion Restroom Project Updates:** Legarza said these projects are moving along well. The Maples and Memaloose designs are being finalized. Construction cost estimates have recently been received for both these projects. At the next Council meeting, staff will discuss all pending project costs in the construction phase and which projects should be started first with the amount of funding available. The Memaloose project is still in the middle of obtaining permits. The historical and archeological studies have been submitted for review. No major concerns or issues are anticipated. Structural calculations are needed before The Maples project can submit for its permits. The projects at Charles Reynolds, Deadman Pass, and Baker Valley are also progressing. The 50% plans have been reviewed with a lot of interaction with the engineers. The next step is 75% plan submittal. Construction costs have been received for the pavement project at the Sunset Rest Area and will be included in the discussion at the next Council meeting.
- **ODOT Coordinated Pavement Rehabilitation Projects:** Legarza said that as project cost estimates are being received on current projects, it is becoming evident that the pavement work needed is the

largest expense. This is largely due to the extensive amount of pavement in each of our rest areas. Staff is excited to potentially partner with ODOT for some of our paving project needs. There are significant savings in partnering with ODOT for these projects and using their contractors to come into TIC's rest areas to complete the work. ODOT has indicated they can complete the work needed at Gettings Creek as soon as this summer. The current estimate to complete all the work needed at both sides of Gettings Creek is approximately \$300,000. Card asked why an additional engineering report was needed from ODOT for this work. Legarza said that engineering services would take a core sampling of the pavement that would build on our original pavement assessment to determine what type of improvements are needed, but work can be done without a full set of drawings and specs. TIC also benefits from the per-unit costs that the contractors already have in place with ODOT.

- **Annual Truck Purchasing Options:** Swanson said that while she was investigating the purchase of trucks for the rest area program for the coming year, she became aware of a law that affects most or all state agencies using state vehicles. All purchased light duty vehicles under 8,000lbs. must be 100% electric by 2025. Staff is still investigating what this means to our agency and will update the committee when more information is available.
- **Memaloose and Maples Rest Area Rehabilitation Project Costs:** Legarza said that during these projects there have been unique items encountered. The Maples project required a stormwater analysis because of the expansion of the parking lot for truck maneuverability. Intuitively staff did not believe they were impacting anything, but a study was required to show that. Staff noticed some necessary changes to the original plans that require review and coordination effort to bring building additions to code and an increase in the scope of project work pertaining to restroom appearance and dimensions. The total for the additional design services is \$17,866. The construction services required include civil and structural submittal reviews for \$2,153; civil and structural construction site visits and field reports for \$27,124; civil and structural punch list inspection and report for \$5,874; civil and structural as-builts for \$2,639; reimbursables for \$1,346. Card asked if there was a way to construct the project or craft a motion to prevent going back to Council multiple times for the same project. Legarza said that the bulk of this approval is for construction services. It is important to come to the Council for the construction services phase of the project so they can see each process and get the Council's approval of the cost and how staff obtains construction services. Construction services could be built into the design contracts, but it can be a benefit to have an option to go with a different consultant for construction services if needed.

Warren made a motion to recommend approval of an increase of \$39,136 for the required construction services during the construction phase and \$17,866 for the additional design services to the original approved cost of \$169,462 for an overall project cost of \$226,464 to Council. Preston seconded. The motion carried.

Performance Measures

- **Status of Performance Measures/ Rest Area Inspections:** Legarza said that she and Swanson have worked with the Rest Area Supervisors to create categories for performance measures. The performance measures are broken down into three categories and a miscellaneous category. These are Service to Travelers, Sustainability, Safety and Security, and Miscellaneous. Legarza then asked the committee for any feedback or suggestions on possible measures. Card suggested cleanliness, lighting, proper directional signage for safety, accessibility, and truck parking availability. Preston said tracking cleanliness is one of the most important items. Legarza said progress on the implementation of ADA improvements may also be another performance measure. The committee then discussed future public needs from the rest areas such as extended truck parking and possible electric vehicle charging stations. Staff discussed the limitations TIC faces due to ODOT ownership of

the rest areas and the current restrictions on its funding. Legarza said that as Boxall begins her introductions to our partner agencies, such as ODOT and OPRD, conversations have started about all the rest areas across the state and how the travels are best served between all the agencies.

Other Business

- **None.**

Adjournment:

Meeting adjourned: 11:00 a.m.

Next Meeting: Thursday, April 7, 2022, at 10:00 a.m.