LOCKWOOD PEDESTRIAN SAFETY DISTRICT

**(406) 256-2701 // www.co.yellowstone.mt.gov/LockwoodSafety**

## Lockwood Pedestrian Safety District Advisory Board

April 7, 2021, 7pm

- Members in attendance: Brandy Dangerfield, Carlotta Hecker, Tobin Novasio, Travis Smith.
  Others in attendance: Elyse Monat – City of Billings, Brad Boehm – Interstate Engineering

- Public Comment – none

- Approval of previous meeting's minutes – Motion made by Novasio, seconded by Hecker to approve March minutes.

- Old Hardin Rd sidewalk (IGA to Lockwood Square) update (Interstate Engineering)
  - Interstate Engineering presented Task Order #11 Agreement, however there were not enough members present for a quorum.
  - Brad from Interstate Engineering would email a copy of the agreement to Brandy, President and she would distribute it all to members in order to approve or disapprove agreement so the project will keep moving forward.
  - Agreement was approved by all board members email and Boehm was emailed and he replied that he coordinated with Tim Miller to get on the next Commissioners' agenda for their approval. (04/19/21)

- Piccolo Lane sidewalk—update (Interstate Engineering)
  - Boehm reported that the Hannon property hearing was dismissed due to lack of information presented by the County. Tim Miller reported that the information will be gathered, and the case presented to the Judge again in May.

- Miscellaneous Reporting
  - Trail Count Report – handout by Elyse Monat: The trail counts for March were reviewed and the numbers had increased for Becraft, Highway 87 and the IGA.

- Other business
  - Monat indicated earmarked fund applications may be submitted for transportation projects. However, House Representative Rosendale has not been in favor of ear marks and the deadline to submit this information is April 24th, 2021. Dangerfield will investigate this and see if it is feasible to even try to get this money with such a short time frame. We need to pay attention to any future legislation that we might benefit from and have time to apply for with the support of the County and anyone else who needs to be involved.
  - Dangerfield and Woods signed as Advocates in the Kathy Aragon's letter in support of the pathway.

- Action Items for next meeting
  - Review board application (attached) and prepare to vote to approve Travis Smith as a new advisory board member.

- Adjourned 7:41pm. Next Meeting Date(s): Wednesday, June 2, 2021, 7pm. Lockwood High School community room.

###

# LOCKWOOD PEDESTRIAN SAFETY DISTRICT

Lockwood Pedestrian Safety District meeting attendees – **April 7, 2021**

| | Name | Email *(If you are new)* |
|---|---|---|
| 1. | Carlotta Hecker | |
| 2. | Travis Smith | |
| 3. | BRAD BOEHM | |
| 4. | Brandy Dangerfield | |
| 5. | Elyse Monar | |
| 6. | Tobi Nonsio | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |
| 11. | | |
| 12. | | |
| 13. | | |
| 14. | | |
| 15. | | |
| 16. | | |
| 17. | | |
| 18. | | |
| 19. | | |
| 20. | | |

**TASK ORDER NUMBER ELEVEN (11)**
**AGREEMENT TO FURNISH ENGINEERING SERVICES**
**To**
**YELLOWSTONE COUNTY, MONTANA**
**For**
**THE LOCKWOOD PEDESTRIAN SAFETY DISTRICT**
**For**
**OLD HARDIN ROAD SIDEWALK – PHASE II DESIGN**

This Task Order provides for professional engineering services to be performed by Interstate Engineering, Inc., (hereinafter the ENGINEER), for Yellowstone County, Montana (hereinafter the OWNER), in accordance with Article 1 of the Master Agreement to Furnish Professional Services to Yellowstone County, dated November 10, 2014 (hereinafter the Master Agreement). This Task Order represents an authorization to proceed with the scope of services, schedule, and compensation described herein. This Task Order, when executed by both parties, shall become a supplement to and part of the basic Master Agreement.

## ARTICLE 1. SCOPE OF SERVICES

The ENGINEER agrees to furnish the following professional services under Task Order No. 11:

Preparation of Plans and Specifications for a concrete sidewalk along Old Hardin Road from the intersection of Old Hardin Road and Piccolo Lane to the intersection of Old Hardin Road and Woodland Road (approximately 3,000 lineal feet):

- Field Investigations and Photo Documentation
- Proposed Alignment Evaluation and Recommendation
- Preparation of up to three (3) Sidewalk Easement exhibits
- Coordination with private property owner for seeking sidewalk easement for existing private sidewalk at 2102 Old Hardin Road (JST Properties LLC).
- Coordination with the Lockwood Pedestrian Safety District
- Coordination with the Lockwood Irrigation District
- Coordination with Yellowstone County
- Coordination with Public and Private Utilities incl. Lockwood Water & Sewer District
- Coordination with private property owners
- Preparation of Plans and Specifications for the sidewalk project. This project will be designed in accordance with the Montana Public Works Standard Specifications, Sixth Edition, and the Montana Department of Transportation Standard Specifications for Road and Bridge Construction, 2020 Edition.
- Preliminary Construction Cost Estimates

Deliverables associated with this Task Order No. 11 include, the following:

T.O. 11 – Plan Preparation, Project Specifications, and Permitting

A. Develop exhibits and document proposed alignment options with recommendation, for selection by the District.
B. Provide design services to develop plans for the Project listed above.
C. Provide complete Project Manual (Specifications).
D. Provide exhibits for up to three (3) Sidewalk Easements.
E. 65% and 95% Milestone Construction Cost Estimates

The following items are specifically excluded from this Scope of Services:

A. Fees for necessary permits.
B. Fees for recording any necessary easements or rights-of-way.
C. Property owner compensation for acquisition of any necessary easements or rights-of-way.
D. Geotechnical investigations.
E. Funding Coordination & Grant Writing
F. Project Bidding
G. Construction Administration
H. Landscape Architecture

The Engineer's Project Manager assigned to this Task Order No. 11 is Bradley Boehm

**ARTICLE 2. ATTACHMENTS**

A. The following attachments are included with and made a part of this Task Order No. 11:

1. Project Location Map
2. Project Engineering Fee Estimate

## ARTICLE 3. SCHEDULE

This Task Order, budget and schedule is valid for 45 days, or until May 21st, 2021, whichever is later.

The ENGINEER shall begin work immediately upon receipt of a signed copy of this Task Order No. 11. It is estimated that the Project can be complete and ready for the bidding phase within 120 days after receiving this signed task order, subject to the timeliness of stakeholder review and comments.

## ARTICLE 4. COMPENSATION

A. BUDGET

For Task Order No. 11 the OWNER will pay the ENGINEER on a Time and Materials basis in accordance with the current rate schedule as established by the Master Services Agreement. If the project is delayed beyond 2021, the ENGINEER reserves the right to use the most current rates in effect at that time.

The total estimated design cost of this Task Order No. 11 is $79,500.00. This Task Order budget may be modified by the OWNER as needed or as additional services arise. An additional services budget of $3,000.00 is an allowance agreed upon by the Owner and Engineer set forth to allow the Owner's designated representative to request additional items that may come up during the term of this contract that may be time sensitive. Additional services will be provided only at the written request of Owner's designated representative (Brandy Dangerfield – LPSD President) via email.

B. PAYMENT SCHEDULE

Payment compensation shall be made by the OWNER to the ENGINEER on a monthly basis beginning after receipt of a fully executed copy of this Task Order No. 11 to the ENGINEER. By signing below, The OWNER authorizes the ENGINEER to proceed with Task Order 11 as described above.

The ENGINEER relies on payments by the OWNER when due to meet the ENGINEER's payroll and other costs of doing business. Therefore, in the event that the OWNER fails to make payment for services within thirty days after receipt of billing, the OWNER hereby agrees to pay interest charges at the maximum rate of interest allowed by law on the unpaid balance or fraction thereof, when payment to the ENGINEER is delayed.

DATED this _____ day of _____, 2021.

**YELLOWSTONE COUNTY, MONTANA**

_____
Dennis Pitman, Chairman
Board of County Commissioners

**INTERSTATE ENGINEERING, INC.**

Bradley A. Boehm
Billings Office Manager

**INTERSTATE ENGINEERING, INC.**

Brent Moore, AICP
Western Region Vice President

## PROJECT LOCATION MAP

# PROJECT ENGINEERING FEE ESTIMATE

INTERSTATE ENGINEERING

PROJECT: T.O. #11 - Old Hardin Road Sidewalk PH-II Design
PROJ. No.: Y14-00-126.11
PREPARED BY: BAB
DATE: 7-Apr-21
Printed: 4/7/2021 18:03

| Activity | Tasks | Total Hours | ENG V | ENG III | SURV VI | TECH V | TECH IV | ADMIN II | Travel Vhcl | Mileage $ | Photos, Copies & Supplies | Misc. | Subconsultant A | Subconsultant B | Task Sub-Totals |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **100** | **Design Phase** | | | | | | | | | | | | | | |
| 101 | Design Base Mapping Development, Project Setup | 20 | | | | 16 | | 4 | | $ - | | | | | $ 2,580.00 |
| 102 | Alignment Development, Documentation & Field Verifications (3 Site Visits Budgeted) | 48 | 8 | 8 | | 16 | 16 | | 50 | $ 29.00 | | | | | $ 7,381.00 |
| 103 | Coordination with Local Districts and Utilities | 24 | 8 | | | | 16 | | | $ - | | | | | $ 3,760.00 |
| 104 | Prepare Plans & Details | 228 | 12 | 12 | | 160 | 40 | 4 | | $ - | | | | | $ 32,760.00 |
| 105 | Prepare Project Manual/Specifications | 80 | 24 | 40 | | | | 16 | | $ - | | | | | $ 12,776.00 |
| 106 | Project Cost Estimates (65% & 95% milestones) | 28 | 8 | 20 | | | | | | $ - | | | | | $ 4,948.00 |
| 107 | Project Permits and/or Coordination of Design Standards with County | 16 | 8 | | | | 8 | | | $ - | | | | | $ 2,704.00 |
| 108 | Q/A-Q/C | 16 | 8 | 8 | | | | | | $ - | | | | | $ 2,968.00 |
| 109 | General Project Management, Administration & Coordination with LPSD | 16 | 8 | | | 8 | | | 100 | $ 58.00 | | | | | $ 2,842.00 |
| 110 | Coordination with Property Owners (3 Site Visits Budgeted) | 14 | 4 | | | 10 | | | 50 | $ 29.00 | | | | | $ 2,273.00 |
| 111 | Prepare Sidewalk Easement Exhibits (Up to 3 Exhibits Budgeted) | 30 | | | 12 | 12 | | 6 | | $ - | | | | | $ 4,482.00 |
| 112 | | | | | | | | | | $ - | | | | | $ - |
| | **SUBTOTAL HOURS** | 520 | 88 | 88 | 12 | 222 | 80 | 30 | 200 | $ 116.00 | | | | | **$ 79,474.00** |
| **200** | **Additional Services** | | | | | | | | | | | | | | |
| 201 | Preapproved Budget for LPSD Requested Additional Services | | | | | | | | | $ - | | $3,000 | | | $ 3,000.00 |
| | **SUBTOTAL HOURS** | | | | | | | | | $ - | | $3,000 | | | **$ 3,000.00** |
| | **TOTAL HOURS** | **520** | **88** | **88** | **12** | **222** | **80** | **30** | **200** | **$ 116.00** | | **$3,000** | | | **$ 82,474.00** |

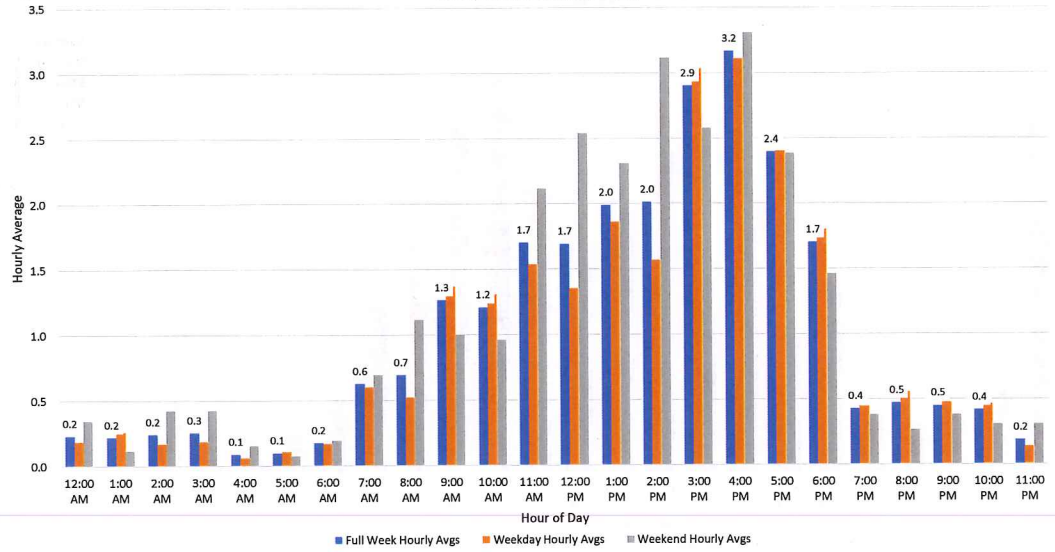
| Item | Rate | Amount |
|---|---|---|
| Travel Vhcl | $ 0.58 | $ 116.00 |
| Survey Vhcl | $ 0.68 | $ - |
| | | |
| Per diem | | $ - |
| Photos, Copies & Supplies | | $ - |
| Misc. | | $ 3,000.00 |
| Subconsultant A | | $ - |
| Subconsultant B | | $ - |
| | | |
| **TOTAL EXPENSES** | | $3,116 |

| RECAPITULATION | | |
|---|---|---|
| IE Labor | | $79,358 |
| IE Expense | | $116 |
| **IE Total Labor & Expenses** | | **$79,474** |
| **Additional Services** | | **$3,000** |
| Consultants | | |
| Mark Up on Consultants | 10% | |
| **TOTAL FEE** | | **$82,474** |

Check-Sum $ 82,474

## Becraft Ln Sidewalk

Hourly Averages (January 2021)



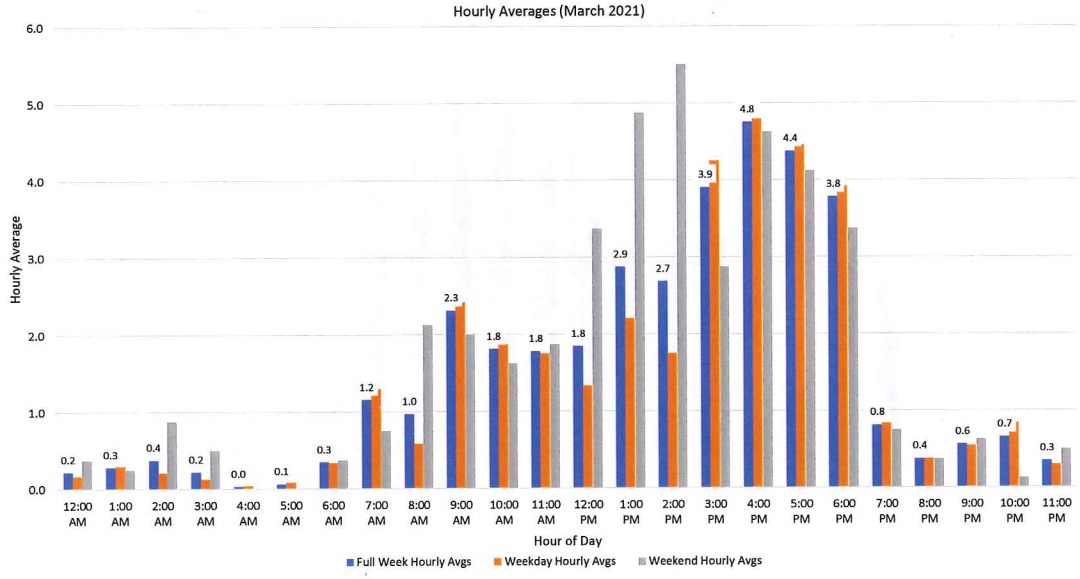

**Hourly Statistics**

| | Total | Month |
|---|---|---|
| Average | 1.0 | 1.5 |
| Median | 0.5 | 0.9 |
| STDV | 0.9 | 1.5 |
| Min | 0.1 | 0.0 |
| Max | 3.2 | 4.8 |

**Field Notes**

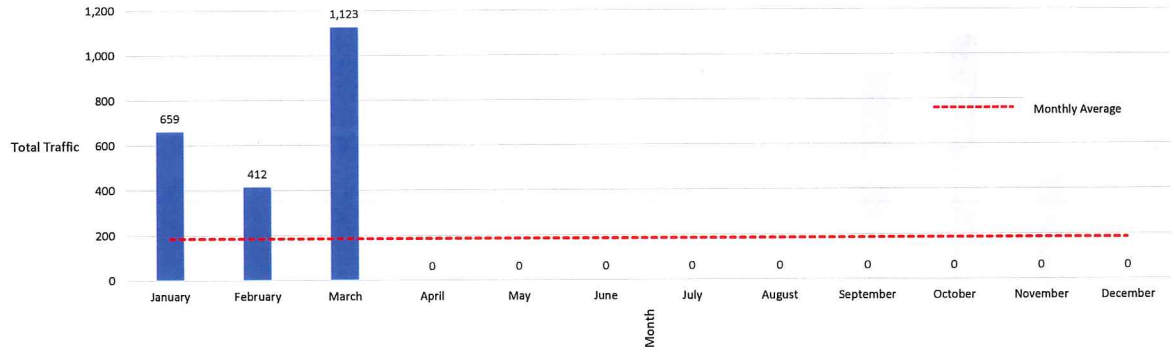
## Becraft Ln Sidewalk

Hourly Averages (March 2021)




## Becraft Ln Sidewalk

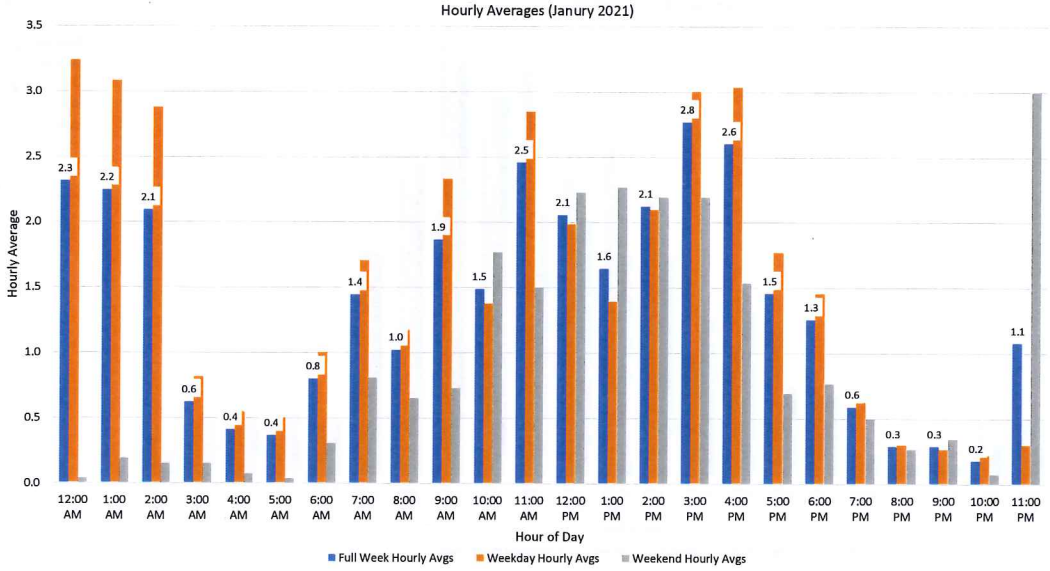
Traffic Count Totals




| Site Name | Total Count | Average | Wk. Day Avg | Wk. End Avg | Min | Date w/ Min Total | Max | Monthly Avg |
|---|---|---|---|---|---|---|---|---|
| Becraft Ln | 2,194 | 24 | 23 | 11 | 1 | 14-Feb | 93 | 182.83 |

## Highway 87 Sidewalk

Hourly Averages (Janury 2021)



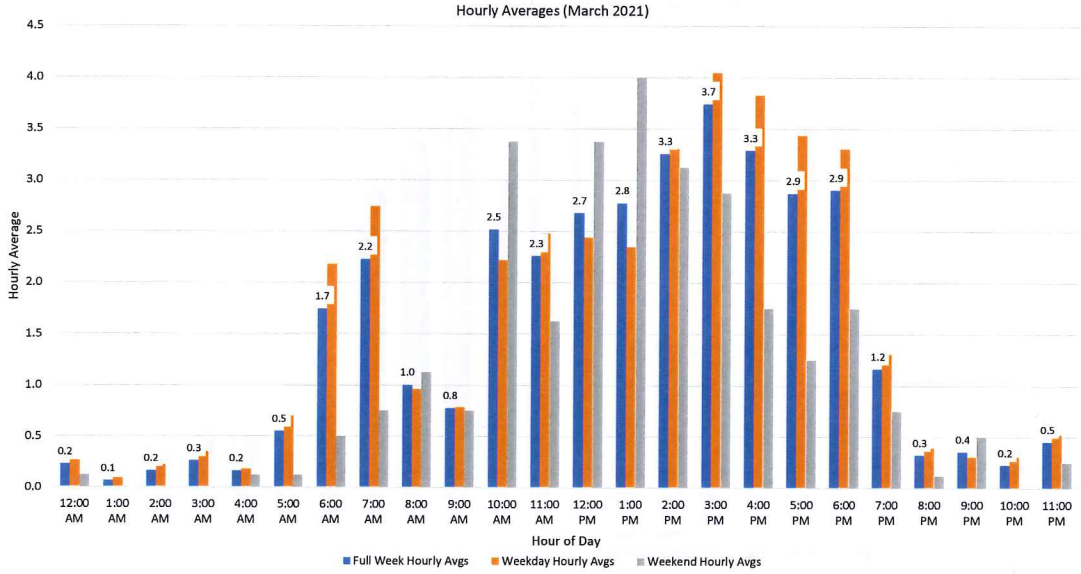

**Hourly Statistics**

| | Total | Month |
|---|---|---|
| Average | 1.4 | 1.5 |
| Median | 1.5 | 1.1 |
| STDV | 0.8 | 1.3 |
| Min | 0.2 | 0.1 |
| Max | 2.8 | 3.7 |

**Field Notes**

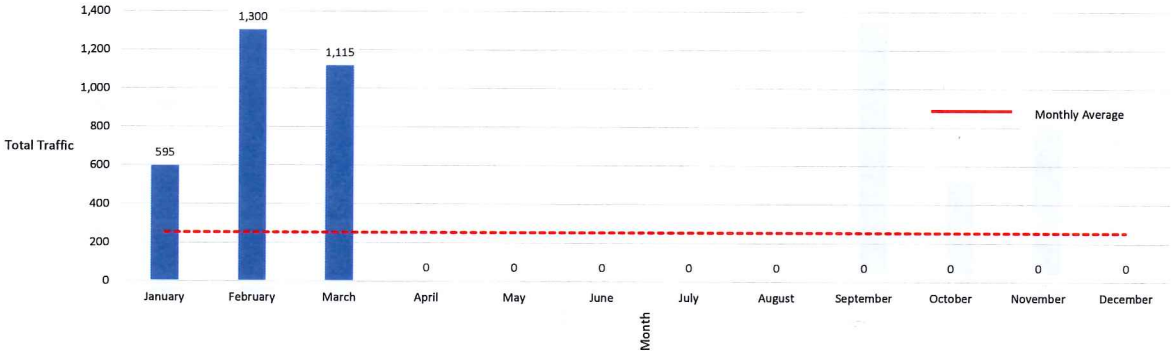
## Highway 87 Sidewalk

Hourly Averages (March 2021)




## Highway 87 Sidewalk

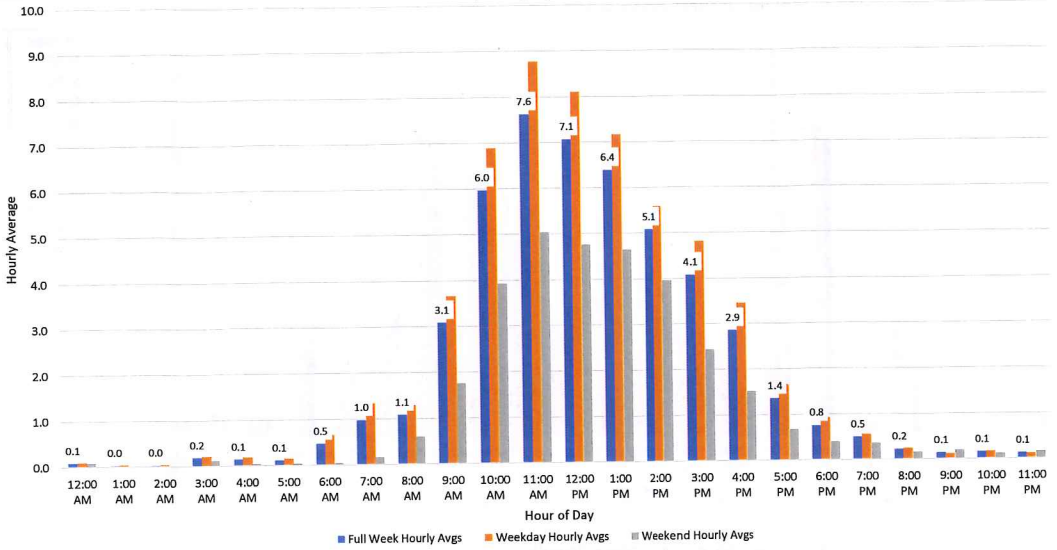
202[illegible] Traffic Count Totals




| Site Name | Total Count | Average | Wk. Day Avg | Wk. End Avg | Min | Date w/ Min Total | Max | Date w/ Max Total |
|---|---|---|---|---|---|---|---|---|
| Highway 87 | 3,010 | 33 | 38 | 9 | 1 | 11-Feb | 861 | 22-Feb |

## IGA (Old Hardin) Sidewalk

Hourly Averages (January 2021)



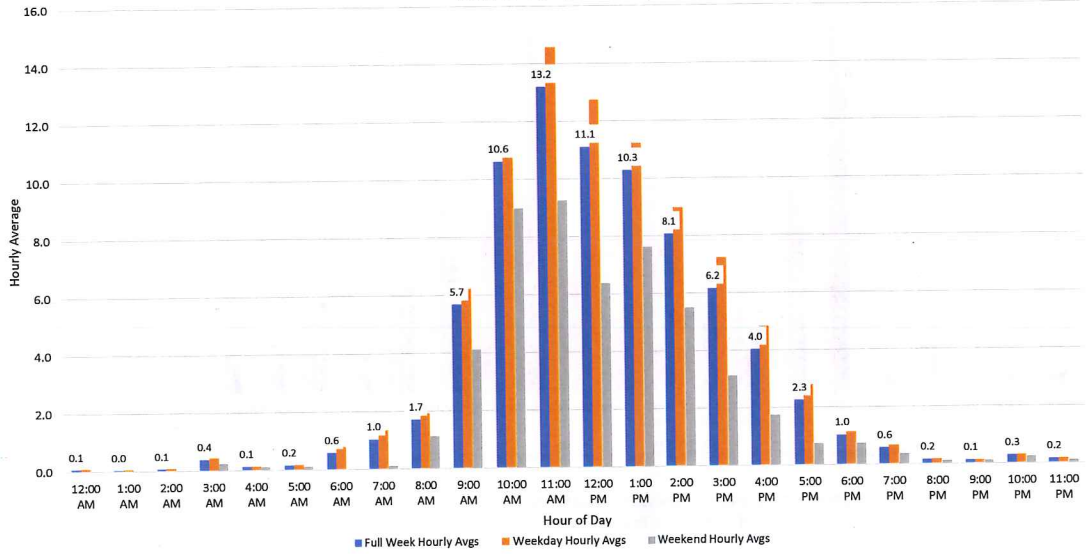

**Hourly Statistics**

| | Total | Month |
|---|---|---|
| Average | 2.0 | 3.2 |
| Median | 0.6 | 0.8 |
| STDV | 2.6 | 4.3 |
| Min | 0.0 | 0.0 |
| Max | 7.6 | 13.2 |

**Field Notes**

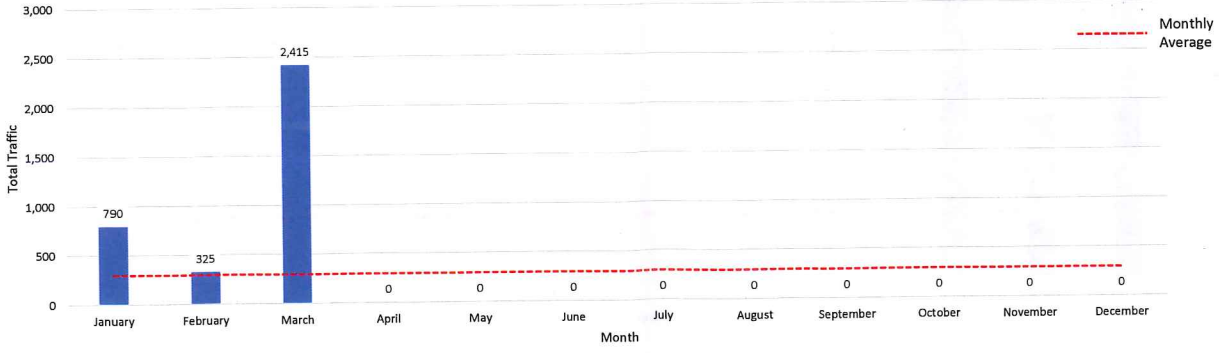
## IGA (Old Hardin) Sidewalk

Hourly Averages (March 2021)




## IGA (Old Hardin) Sidewalk

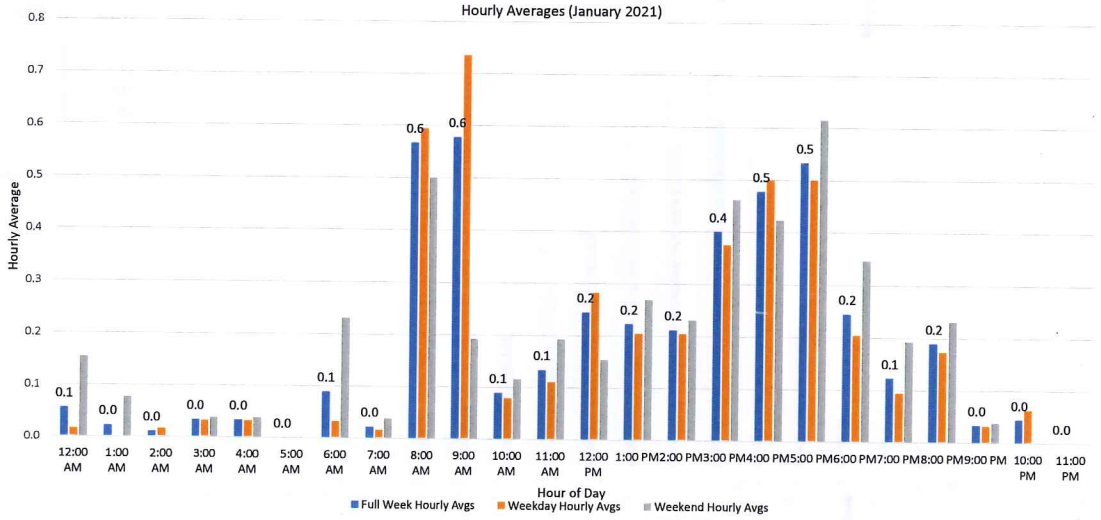
2020 Traffic Count Totals




| Site Name | Total Count | Average | Wk. Day Avg | Wk. End Avg | Min | Date w/ Min Total | Max | Date w/ Max Total | Monthly Avg |
|---|---|---|---|---|---|---|---|---|---|
| Highway 87 | 3,530 | 44 | 44 | 10 | 2 | 6-Feb | 273 | 12-Mar | 294 |

## Johnson Lane (Ace Hardware) Sidewalk

Hourly Averages (January 2021)




**Hourly Statistics**

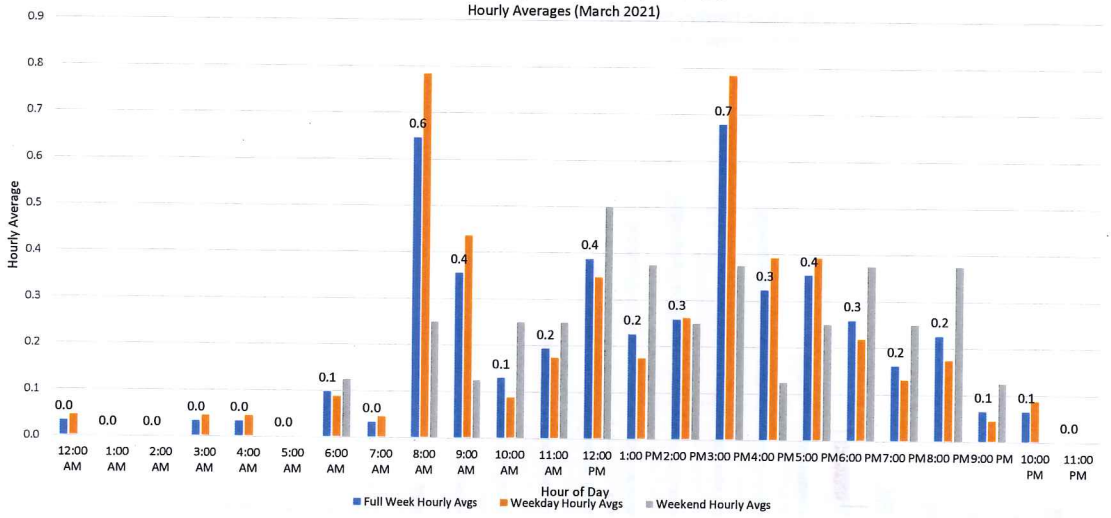
| | YTD | Month |
|---|---|---|
| Average | 0.2 | 0.2 |
| Median | 0.1 | 0.1 |
| STDV | 0.2 | 0.2 |
| Min | 0.0 | 0.0 |
| Max | 0.6 | 0.7 |

**Field Notes**

Sidewalk was completely covered in snow from street plowing in December 2018.

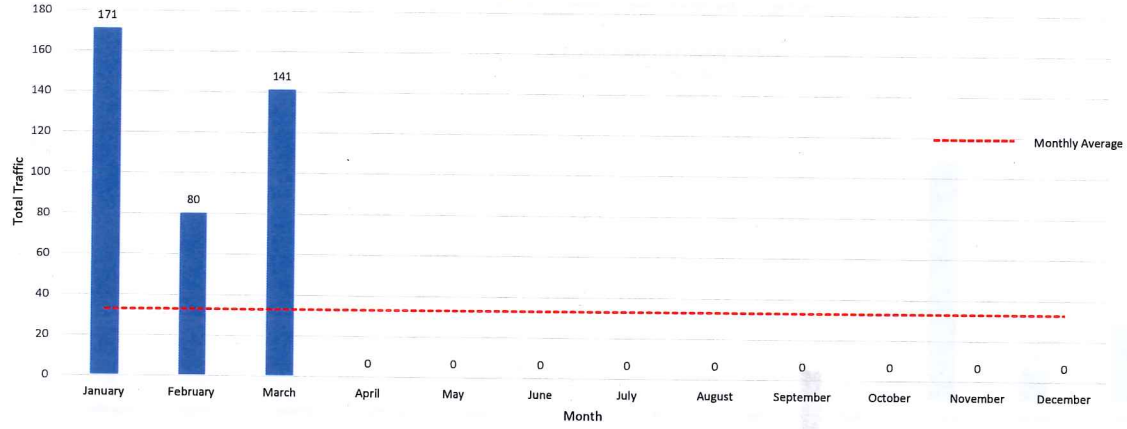
## Johnson Lane (Ace Hardware) Sidewalk

Hourly Averages (March 2021)




## Johnson Lane (Ace Hardware) Sidewalk

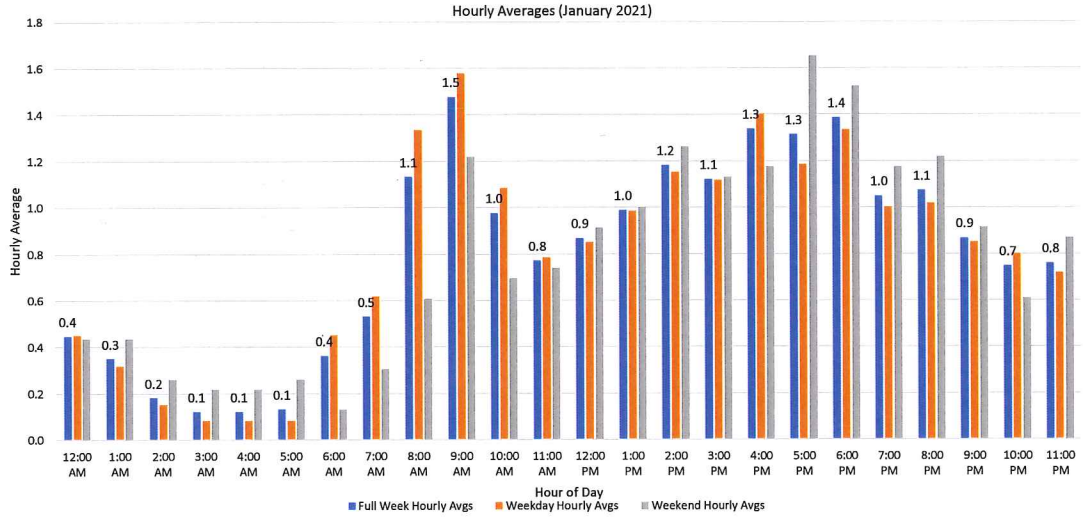
2020 Traffic Count Totals




| Site Name | Total Count | Average | Wk. Day Avg | Wk. End Avg | Min | Date w/ Min Total | Max | Date w/ Max Total | Monthly Avg |
|---|---|---|---|---|---|---|---|---|---|
| Johnson Ln Sidewalk | 392 | 4 | 4 | 4 | 0 | 02/05/20 | 12 | 01/18/20 | 33 |

## Old Hardin Road Sidewalk

Hourly Averages (January 2021)



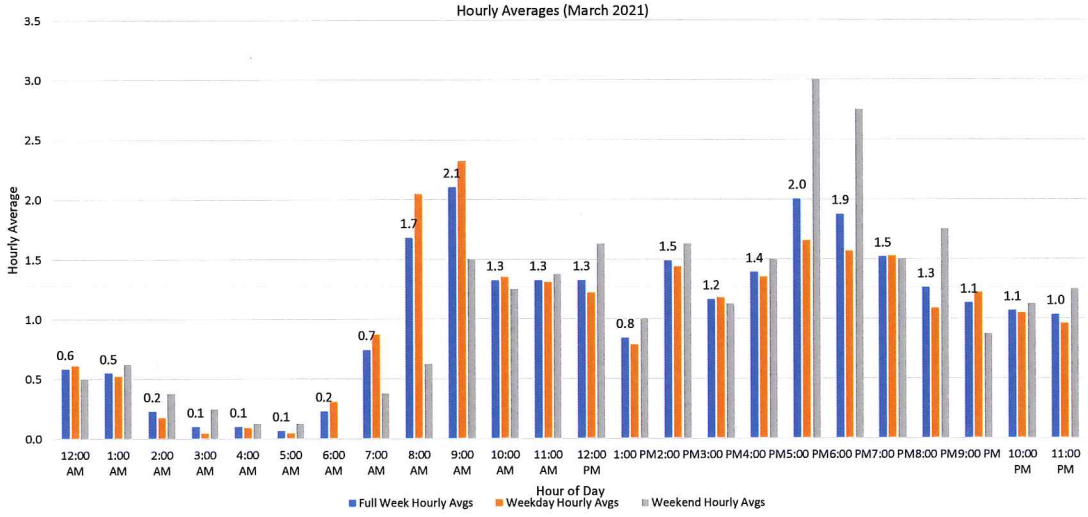

**Hourly Statistics**

| | YTD | Month |
|---|---|---|
| Average | 0.8 | 1.0 |
| Median | 0.9 | 1.1 |
| STDV | 0.4 | 0.6 |
| Min | 0.1 | 0.1 |
| Max | 1.5 | 2.1 |

**Field Notes**

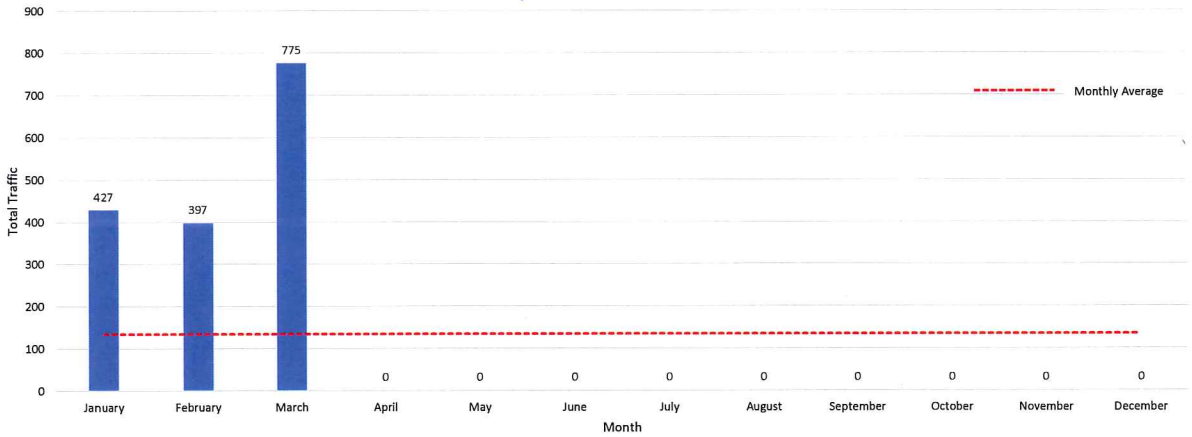
## Old Hardin Road Sidewalk

Hourly Averages (March 2021)




## Old Hardin Road Sidewalk

2020 Traffic Count Totals




| Site Name | Total Count | Average | Wk. Day Avg | Wk. End Avg | Min | Date w/ Min Total | Max | Date w/ Max Total | Monthly Avg |
|---|---|---|---|---|---|---|---|---|---|
| Old Hardin Rd | 1,599 | 19 | 18 | 7 | 1 | 2/7/21 | 48 | 3/4/21 | 133 |

# BOARD APPLICATION FORM
# YELLOWSTONE COUNTY, MONTANA

NAME: Travis Smith HOME PHONE: (406) 600-0833

ADDRESS: 560 Toluca Drive WORK PHONE: (406) 248-3443

CITY: Billings STATE: MT ZIP: 59101

BUSINESS OR JOB: Collaborative Design Architects - Architect_Associate Principal

E-MAIL ADDRESS: travis@cd-mt.com

BOARD OR COMMISSION APPLIED FOR: Lockwood Pedestrian Safety District

**Please describe your experience or background that you believe qualifies you for service on this Board or Commission (attach additional sheets if needed):**

I graduated from Montana State University - Bozeman in 2010 with a Bachelors of Environmental Design degree, and in 2012 with a Master of Architecture degree. Following graduation from MSU, I moved to Bend, OR, joined a startup Architectural Firm, and spent the next 6 years growing and developing both the business and my own professional skills and acheivements. In the fall of 2018 my wife and I decided to return home to Montana and build our life here.

**Why do you wish to serve on this Board or Commission?**

In the fall of 2018 I joined Collaborative Design Architects and my wife and I bought our home in Lockwood. In 2019 I was made a partner at Collaborative and began to set my permanent roots for our life in Billings. I would like to serve on the Lockwood Pedestrian Safety board to give back to my community by providing the board the benefit of my experience and knowledge I have amassed over the first decade of my career.

**Additional information that you feel is pertinent (attach additional sheets if needed):**

Signature

04/07/2021

Date

**Return application to:** Board of County Commissioners
P.O. Box 35000
Billings, MT 59107-5000

OFFICE USE ONLY:

APPOINTED: YES____ NO ____ DATE _____

TERM EXPIRATION DATE: _____

(Circle one)

ORIGINAL APPOINTMENT REAPPOINTMENT TERM NO: _____