Provo-Orem Transportation Improvement Project
Executive Committee Meeting Notes

Thursday, February 8, 2018
4:30 – 5:30 p.m.
Meeting called to order at 4:37 pm

Mountainland Association of Governments
Downstairs Conference Room
586 East 800 North, Orem, Utah 84058

EXECUTIVE COMMITTEE MEMBERS:
Teri Newell, Utah Department of Transportation, Region 3 Director
Jerry Benson, Utah Transit Authority, President/CEO
Jamie Davidson, Orem City Manager
Michelle Kaufusi, Provo City Mayor
Andrew Jackson, Mountainland Association of Governments, Executive Director
Nathan Ivie, Utah County Commission, Chairman (absent)

EXECUTIVE COMMITTEE MEMBERS IN ATTENDANCE:
Teri Newell, UDOT
Mary DeLaMare-Schaefer for Jerry Benson, UTA
Jamie Davidson, Orem City
Wayne Parker for Mayor Michelle Kaufusi, Provo City
Andrew Jackson, MAG

Other Attendees:
Mayor Richard Brunst, Orem City (joined at 4:42 pm)
Brent Schvaneveldt, UDOT
Steve Meyer, UTA
Janelle Robertson, UTA
Andrea Packer, UTA
Reed Snyder, UTA
Karen Ritchie, WSP USA Inc.

1. Safety First Minute

There is a pledge, on-line, that everyone is invited and encouraged to read and sign to drive without distraction; take transit and you can text all you want.

2. Action Items

a. Motion to approve January 11, 2018 meeting minutes made by Jamie Davidson of Orem City and seconded by Teri Newell of UDOT with suggested edits; motion passes unanimously.

Suggested edits: amend notes to state that change orders, although less than $200,000, require approval of the Executive Committee if the money is coming from the unallocated contingency funds.

b. Motion to approve Change Orders on the Change Order Log from the January 11, 2018 and February 8, 2018 meetings that used unallocated contingency funds made by Jamie Davidson of Orem City and seconded by Wayne Parker for Mayor Michelle Kaufusi of Provo City; motion passes unanimously.
1. UVTC 025 for pipe on Freedom Boulevard that UDOT, UTA and Provo City will share the cost to repair
2. UVTC 038 for the filling of coal chutes with sand for stabilization during construction on University Avenue between Center Street and 100 North in Provo
3. UVTC 039 for two additional sawtooths
4. UVTC 040 for missing landscape island
5. Big-D 019 for fuel master system equipment that was overlooked
6. Big-D 027 for locks for added security for some of the buildings
7. Big-D 032 for fire alarm issues that arose after construction started
8. Big-D 033 for power for the data cabinet

Question (Andrew Jackson, MAG) - Was the fire alarm issue pre-existing or an issue that occurred after construction began?
Answer (Janelle and Mary, UTA) - There were not any fire alarm issues before construction.

c. Motion to approve Change Order Over $200,000 for deferred scope items (Bus platform canopies, $725,784.00) to be added back into the project, made by Jamie Davidson of Orem City and seconded by Teri Newell of UDOT; motion passes unanimously.

3. Construction Update  
   a. Construction is underway on every part of the project
      ➢ Platforms are out of the ground
      ➢ University Avenue design issues are being worked out between UTA, the contractor and Provo City
      ➢ East Bay north station curb and gutter is under construction
      ➢ Hoping for continued great weather and not a delayed winter, so that asphalt paving can begin again in the spring

4. Budget Update  
   a. No budget issues right now
   b. $1.4M in contingency fund
   c. $100,000 in unallocated contingency will be used after today’s change orders are processed
   d. The project has spent $94M so far; higher amount due to paying for new buses, all of which UTA has in their possession

5. Schedule Update  
   a. Still on track for August 13, 2018 opening
   b. Some landscaping and curbs may still be outstanding after opening
   c. 700 North is open

6. Provo-Orem TRIP Naming of the Line  
   a. The following options will go to the next round of trademark checks:
      ➢ P.O.R.T.
      ➢ TimpRunner (popular based on feedback UTA has received)
      ➢ Timp Express
      ➢ Utah Valley Express
   b. Remove from copyright check list:
      ➢ RidgeRunner
      ➢ POGO
      ➢ Timp Rapid Transit
c. Copyright check will be rushed after which an email will be sent to the Executive Committee with results, then final options will go out to the public for final vote, all before the UTA Board Meeting in March 2018

7. Naming of the BRT Stations
   a. Process was reviewed
      ➢ Primary name would be the location address
      ➢ Secondary name would be a nearby landmark, where applicable
      ➢ Not every stop would have secondary name
      ➢ Names would be issued to the Executive Committee for feedback
      ➢ UTA Board approval is required; Board Meeting is scheduled for March 22, 2018

8. Other Discussion Items
   a. Are the cities or agencies hearing any feedback?
      ➢ Positive feedback on University Avenue directional signage to parking in Provo
      ➢ No issues in Orem
      ➢ 800 East back up; the lanes are not wide enough for two lanes of traffic plus the right turn lane. Janelle to check with UVTC to see if lanes at 800 East and University Parkway can be widened or opened earlier.
      ➢ Street sweepers are slow and back up traffic as well
   b. Are all the buses here?
      ➢ Yes, you may see them out and about while training drivers
   c. CM/AQ Funds
      ➢ The request to use CM/AQ funds to subsidize fares is moving through the evaluation process managed by MAG
   d. TIGER Grant
      ➢ Paper copy on Jerry’s desk for signature
      ➢ 21-day review at the Department of Labor
      ➢ Contractor procurement is in process
      ➢ Sidewalks, bike lanes and ramps could be done as early as this year
      ➢ SR-92 trail overpass – UDOT has requested that the project be moved ahead in the schedule to assist in given bicyclists and hikers a safe route through the area.
   e. UTA is meeting with Orem and Provo to talk about enhancements
      ➢ UTA would like to see a consistent look between the cities
      ➢ Median tree lighting
      ➢ Working with the cities on these agreements
   f. How long will it take to do landscaping?
      ➢ Orem City residents have issue with unfinished landscaping after opening
      ➢ Carillon Square and some median landscaping work will still need to be done after the opening

9. Next Meeting: March 8, 2018; 4:30 pm; keep it on the schedule with the possibility of canceling unless there are change orders that require approval.

10. Motion to adjourn at 5:24 pm made by Andrew Jackson of MAG and seconded by Teri Newell of UDOT; motion passes unanimously.