

ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT
LITTLE ROCK, ARKANSAS

August 6, 2015

ADMINISTRATIVE CIRCULAR NO. 2015-10

TO: ALL DIVISION HEADS AND DISTRICT ENGINEERS

We are transmitting herewith for your information and records a copy of the Minutes of the Commission Meetings in Little Rock, AR on July 22, 2015.

After making a careful review of these proceedings, please take appropriate action through designated lines of authority to forward the carrying out of any orders applying to your respective divisions and districts.



Scott E. Bennett
Director of Highways
and Transportation

c: Commission

MINUTES OF THE MEETING
OF THE
ARKANSAS STATE HIGHWAY COMMISSION

July 22, 2015

Following is the record of proceedings of the Arkansas State Highway Commission in Little Rock, Arkansas, July 22, 2015. Members present were:

Dick Trammel, Chairman
Robert S. Moore, Jr., Member
Frank D. Scott, Jr., Member
Alec Farmer, Member

2015-065 IT IS ORDERED that a meeting of the Arkansas State Highway Commission be opened at 10:00 a.m., July 22, 2015.

2015-066 WHEREAS, the Purchasing Committee has awarded purchases on June 5 and 15, 2015, and July 2, 2015, in the amount of \$1,138,149.75, \$353,157.00 and \$80,421.00, respectively, totaling \$1,571,727.75, and supply and service contracts, in accordance with authority previously conveyed, all of which have been documented by official minutes which are of record in the files of the Commission and Equipment and Procurement Division.

NOW THEREFORE, IT IS ORDERED that the action of the Purchasing Committee be ratified and confirmed in all particulars.

2015-067 WHEREAS, the American Association of State Highway and Transportation Officials (AASHTO) has requested participation in the AASHTO's Engineering Technical Service Programs; and

WHEREAS, these programs provide benefits to the member departments through the pooling of resources and expertise from across the country; and

WHEREAS, the benefits include technical services in a wide variety of areas, pooled resources for a common goal, and reducing duplication of effort; and

2015-067 - Continued

WHEREAS, these memberships include the Development of AASHTO Materials Standards (DAMS); Equipment Management Technical Services Program (EMTSP); Highway Safety Policy and Management Technical Service Program (SAFETY); Load and Resistance Factor Design (LRFD) Bridges and Structures Specification Maintenance (LRFDSM); National Transportation Product Evaluation Program (NTPEP); Transportation Curriculum Coordination Council (TC3); Transportation System Preservation (TSP2); and Environmental Technical Assistance Program (ETAP); and

WHEREAS, these programs are regarded as being highly beneficial to the Department with the means to exchange ideas, information, and best practices with other highway agencies.

NOW THEREFORE, the Director is authorized to utilize State Planning and Research funds to pay annual membership dues for participation in these programs.

2015-068

WHEREAS, the Highway System in Arkansas facilitates safe mobility, economic development, and tourism enhancement throughout the State; and

WHEREAS, public information and education activities play an important role in providing the citizens of our State with pertinent information relative to the issues facing the Commission and Department; and

WHEREAS, the Arkansas Good Roads Foundation (formerly the Arkansas Good Roads/Transportation Council) serves as an effective group to provide this information and education to transportation stakeholders, elected officials, and the public.

NOW THEREFORE, the Director is authorized to make a contribution of \$30,000 to the Arkansas Good Roads Foundation for its public information and education activities for State Fiscal Year 2016.

2015-069

WHEREAS, tourism and economic development are important factors in promoting Arkansas; and

WHEREAS, informational and educational promotion of these interests is important; and

WHEREAS, development, publication and distribution of a high-quality photographic "image book" is a multi-agency partnership.

NOW THEREFORE, the Director is authorized to make payment in the amount of \$25,000 for the Department's portion of the development of the "image book."

2015-070

WHEREAS, the Department has used AASHTOWare Project software since the mid-1990s; and

WHEREAS, this software is used in preparing construction project estimates and proposals, advertising bids, tracking proposal holders, processing bid information, evaluating bids and making award decisions; and

WHEREAS, the American Association of State Highway and Transportation Officials (AASHTO) has upgraded the AASHTOWare Project software from a client-server system to a web-based system; and

WHEREAS, it is in the Department's best interest to remain current in the newest technology and features that are available to more efficiently perform these tasks and to ensure the future functionality of the system; and

WHEREAS, Info Tech is an official contractor for the AASHTOWare Project software, which is owned by AASHTO; and

WHEREAS, implementation of this upgrade will require assistance from Info Tech to supplement Department resources.

NOW THEREFORE, the Director is authorized to enter into the necessary agreements with Info Tech to implement the upgrade of AASHTOWare Project software.

2015-071

WHEREAS, the Department was authorized by Arkansas Act 192 of 1977 to administer United States Department of Transportation funds and any other funds available for public transportation assistance; and

WHEREAS, the Federal Transit Administration apportions funds annually to the State of Arkansas for providing capital equipment and operation grants to organizations serving the public transportation needs in Arkansas; and

WHEREAS, the Governor of Arkansas has designated the Arkansas State Highway and Transportation Department as the recipient of Federal Transit Administration grants.

NOW THEREFORE, the Director is hereby authorized to develop and implement programs of projects for these designated Federal funds and enter into the necessary grant agreement awards and contracts to expend these funds for the support of public transportation programs.

2015-072

WHEREAS, the Arkansas State Highway Commission (Commission) acquired property in connection with Job No. 060579, as Tract No. 2, Landers Road – U. S. Hwy. 67/167, Pulaski County, Arkansas from property owner, Lilac L.L.C., an Arkansas limited liability company, by Warranty Deed filed for record on October 13, 1994, in the Circuit Clerk's office of Pulaski County, Arkansas; and

WHEREAS, the Commission acquired Tract No. 2 and its access to Landers Road for ONE HUNDRED FIFTEEN THOUSAND AND NO/100 DOLLARS (\$115,000.00), and three (3) qualified appraisers have, in accordance with the requirements of Arkansas Code Annotated §27-67-322, opined that the current fair market value of that portion of Tract No. 2R being offered for sale is TWO HUNDRED FIFTY-THREE THOUSAND AND NO/100 DOLLARS (\$253,000.00); and

WHEREAS, the Lilac L.L.C., an Arkansas limited liability company, has asked the Commission to repurchase a portion of said Tract No. 2 that the remainder portion, known as Tract No. 2R, which the District Engineer for District 6 has determined is not now, nor in the foreseeable future will be, needed for highway purposes. However, it is necessary to retain the control of access. That portion of Tract No. 2R is more particularly described as follows:

Highway 67 - Highway 167 Northbound On-Ramp Relocation
(Landers Road)
Pulaski County
Route 67 - Section 10

(Part of Tract 2R)

A part of Lot A, Haverty Addition to the City of North Little Rock, lying in the Northeast Quarter of Section 19, Township 2 North, Range 11 West, Pulaski County, Arkansas, more particularly described as follows:

Beginning at a 1/2 inch rebar, in the center of the Northeast Quarter of Section 19; thence South 01° 15' 42" East along the East line of the Southwest Quarter of the Northeast Quarter of Section 19 a distance of 3.52 feet to a point on the South line of Lot A, Haverty Addition; thence North 53° 49' 56" West along said lot line a distance of 198.90 feet to a point on the Southeasterly right of way line of U. S. Highway 67/167 established for AHTD Job R60167; thence North 36° 04' 43" East along said right of way line a distance of 145.61 feet to a point on the North line of said Lot A; thence South 56° 17' 16" East along said lot line a distance of 209.52 feet to the Northeast Corner of said Lot A; thence South 00° 15' 44" East along the East line of said lot a distance of 115.02 feet to a point on the South line of the Northeast Quarter of the Northeast Quarter of Section 19; thence South 89° 51' 34" West along said South line a distance of 100.00 feet to the point of beginning and containing 36,190 square feet more or less.

DH/ll Revised 3/7/2003

NOW THEREFORE, the above-described properties are declared surplus and upon receipt and consideration of the sum of TWO HUNDRED FIFTY-THREE THOUSAND AND NO/100 DOLLARS (\$253,000.00) from the Lilac, L.L.C., the Chairman of the Commission is authorized and directed to execute a Quitclaim Deed conveying the right, title, interest or equity of the above-described property portion of Tract No. 2R for Job No. 060579, of the Relocation (Landers Road) – U. S. Hwy. 67/167, Pulaski County, Arkansas, to the Lilac L.L.C.; excluding the original access rights acquired by the Commission; and hereby releasing the same from the State Highway System. That the Right of Way Division is directed and authorized to record a copy of this Minute Order and the Quitclaim Deed in the records of Pulaski County, Arkansas; and, if

necessary, the right of way shall be remonumented to reflect the boundaries designated herein. Any Federal-aid funds from this disposal shall be credited to Federal Funds or otherwise credited as permitted by Federal Law.

2015-073

WHEREAS, IN CRAIGHEAD COUNTY, Job 100643, Cash Bypass (Gr. & Strs.) is complete and Job 100676, Cash Bypass (Bs. & Surf.), is nearing completion; and

WHEREAS, Job 100677, Hwy. 226-Hwy. 49 (Gr. & Strs.) is complete and Job 100678, Hwy. 226-Hwy. 49 (Bs. & Surf.) is nearing completion.

NOW THEREFORE, IT IS ORDERED that upon official notification by the Deputy Director and Chief Engineer, the following changes are hereby made to the State Highway System as shown on the attached sketch.

- The portion of Highway 226, Section 2 bypassed by Jobs 100643 and 100676 is hereby redesignated as Highway 226, Section 2B.
- The portion of Highway 226, Section 2 bypassed by Jobs 100677 and 100678 is hereby redesignated as Highway 349, Section 1.
- The portion of Highway 226, Section 3 from the junction with Highway 349, Section 1, east to the junction with Highway 226, Section 3S is hereby redesignated as Highway 226, Section 3S.
- The portion of Highway 226, Section 3S from the junction with Highway 49, north to the junction with Highway 226, Section 3 is hereby redesignated as Highway 226, Section 3.

2015-073 - Continued

- The newly constructed portions of roadway built by Jobs 100643, 100676, 100677 and 100678 are hereby added to the State Highway System as a part of Highway 226, Section 2.

2015-074

WHEREAS, IN MILLER COUNTY, the City of Texarkana has officially requested that the Arkansas Highway Commission remove portions of the local access roads on the Interstate 30 Frontage Road System from the State Maintenance System; and

WHEREAS, the City of Texarkana has passed City Ordinance M-120 which agrees to accept all responsibility, including ownership of portions of the local access roads on the Interstate 30 Frontage Road System in the City of Texarkana, in accordance with Arkansas Code Annotated § 27-65-109; and

WHEREAS, the City of Texarkana agrees to accept portions of the local access roads on the Interstate 30 Frontage Road System into the City Street System in accordance with Arkansas Code Annotated § 14-301-102.

NOW THEREFORE, IT IS ORDERED that upon official notification by the Deputy Director and Chief Engineer, the following changes are hereby made to the State Maintenance System in the City of Texarkana as shown on the attached sketch.

- The local access roads on the Interstate 30 Frontage Road System shown on the attached sketch are hereby removed from the State Maintenance System

2015-075

WHEREAS, IN WASHINGTON AND BENTON COUNTIES, Minute Order 2012-027 authorized a study to determine the need for and feasibility of improvements to Highway 112 between Fayetteville and Bentonville; and

WHEREAS, the Highway 112 Corridor Study has been prepared and has identified a feasible improvement alternative to enhance safety and traffic flow.

2015-075 - Continued

NOW THEREFORE, this study is adopted for use as a planning guide for scheduling future improvements in the area.

2015-076 WHEREAS, the Highway Commission, by Minute Order 2014-109, adopted a policy to conduct snow and ice removal operations; and

WHEREAS, in order to achieve acceptable results on Highway 7, District 8 personnel have identified the need for a satellite salt storage facility in the mountainous area of northern Pope County; and

WHEREAS, District personnel have located a tract of land suitable for the location of this facility.

NOW THEREFORE, the Director is authorized to proceed with the purchase of the property needed for the construction of a satellite salt storage facility on Highway 7 in northern Pope County.

2015-077 WHEREAS, the existing Union County Area Headquarters facility and Resident Engineers Office #76 in El Dorado on Highway 167 was constructed in 1963; and

WHEREAS, the property is marginal in size and the structure is in poor condition and has exceeded its service life; and

WHEREAS, relocation of the Union County Area Headquarters and Resident Engineer's Office has been a high priority for the Department for the past ten years; and

WHEREAS, suitable property just south of the intersection of Industrial Road and Highway 63 within the city limits of El Dorado has become available, and has been appraised by the Department.

NOW THEREFORE, the Director is authorized to purchase the property and construct an Area Headquarters facility and Resident Engineers Office #76, including buildings, appurtenances, fencing and related items, as funds become available.

2015-077 - Continued

Work to be done by contract and state forces as a Building Project.

2015-078 WHEREAS, the Arkansas State Highway Commission received bids on the following projects at the July 21, 2015 letting; and

JOB NO.	DISTRICT	COUNTY	JOB NAME	ROUTE	APHN
BB0107	01	CRITTENDEN	SHEARERVILLE-HWY. 77 (S)	40	Y
040693	04	FRANKLIN	HWY. 23 EMERGENCY SLIDE REPAIR (FRANKLIN CO.) (S)	23	Y
100790	10	CRAIGHEAD	HWY. 351/AGGIE RD. INTERS. IMPVTS. (JONESBORO) (S)	351	Y
012238	VAR	VARIOUS	FREEWAY RAMP PVMT. FRICTION IMPVTS. (SEL. SECS.) (STATEWIDE) (S)	VAR	Y
C17003	04	CRAWFORD	CEDARVILLE MILL POND RD. (RECONSTRUCTION) (S)	---	-
C23002	08	FAULKNER	CONWAY HOGAN LN. OVERLAY (SEL. SECS.) (S)	---	-
C37002	03	LAFAYETTE	LEWISVILLE INDUSTRIAL PARK & KING SURFACING (S)	---	-
C38003	10	LAWRENCE	COLLEGE CITY FULBRIGHT AVE. REHAB. (SEL. SECS.) (S)	---	-
C57001	04	POLK	COVE BARTON AVE. & LEWIS ST. OVERLAY (SEL. SECS.) (S)	---	-
C65005	04	SEBASTIAN	MANSFIELD OVERLAY (SEL. SECS.) (S)	---	-
C70002	07	UNION	EL DORADO OVERLAY (SEL. SECS.) (S)	---	-
C73002	05	WHITE	BALD KNOB OVERLAY (SEL. SECS.) (S)	---	-
C73003	05	WHITE	SEARCY BENTON AVE. OVERLAY (S)	---	-
SA0556	09	BOONE	CO. RD. 404-CO. RD. 93 (OVERLAY) (S)	---	-
SA0646	07	BRADLEY	HWY. 63-SOUTH (LEVELING & RESEAL) (S)	---	-
SA0850	09	CARROLL	HWY. 62-NORTH (OVERLAY) (SEL. SECS.) (S)	---	-
SA0939	02	CHICOT	HWY. 160-NORTH (RECONSTRUCTION) (S)	---	-
SA1250	05	CLEBURNE	HWY. 16-EAST (OVERLAY) (S)	---	-

2015-078 - Continued

JOB NO.	DISTRICT	COUNTY	JOB NAME	ROUTE	APHN
SA1354	07	CLEVELAND	CLEVELAND CO. OVERLAY NO. 8 (SEL. SECS.) (S)	---	-
SA1769	04	CRAWFORD	CO. RD. 63 OVERLAY (SEL. SECS.) (S)	---	-
SA2451	04	FRANKLIN	CO. RD. 67 (WIRE RD.) OVERLAY (SEL. SEC.) (S)	---	-
SA2744	02	GRANT	PRATTSVILLE-NORTH (SLURRY SEAL) (S)	---	-
SA2745	02	GRANT	HWY. 167-HWY. 167 (OVERLAY) (S)	---	-
SA2942	03	HEMPSTEAD	HWY. 278-NORTH (OVERLAY) (S)	---	-
SA3731	03	LAFAYETTE	LAFAYETTE COUNTY RESEAL NO. 6 (S)	---	-
SA4135	03	LITTLE RIVER	HWY. 108-NORTH SURFACING (S)	---	-
SA4341	06	LONOKE	LONOKE COUNTY OVERLAY NO. 14 (SEL. SECS.) (S)	---	-
SA4645	03	MILLER	HWY. 296-NORTHEAST (OVERLAY) (S)	---	-
SA4935	08	MONTGOMERY	CO. RD. 5 SURFACING (SEL. SEC.) (S)	---	-
SA5445	01	PHILLIPS	HWY. 1-EAST (BASE & SURFACING) (S)	---	-
SA5857	08	POPE	POPE COUNTY SURFACING NO. 17 (S)	---	-
SA6047	06	PULASKI	PULASKI COUNTY SURFACING NO. 9 (SEL. SECS.) (S)	---	-
SA6252	06	SALINE	CO. RD. 46-CO. RD. 39 (OVERLAY) (S)	---	-
SA7037	07	UNION	UNION CO. OVERLAY NO. 9 (SEL. SECS.) (S)	---	-
SA7294	04	WASHINGTON	CO. RD. 11-OVERLAY NO. 2 (SEL. SEC.) (S)	---	-
SA7389	05	WHITE	HWY. 385-HWY. 323 (SURFACING) (S)	---	-
SA7442	01	WOODRUFF	WOODRUFF CO. SURFACING NO. 3 (SEL. SECS.) (S)	---	-

WHEREAS, a thorough bid review and analysis is undertaken by the Department to ensure that only those projects are awarded which are judged to be in the best interests of the State; and

WHEREAS, the right is retained to reject any or all proposals, to waive technicalities, or to advertise for new proposals, also as judged to be in the best public interests of the State; and

WHEREAS, the Commission desires to expedite work on these important projects; and

WHEREAS, in accordance with Arkansas Constitution, Amendment 42, Section 6, as well as other laws of this State, the Commission has the authority to delegate certain powers to the Director of Highways and Transportation.

NOW THEREFORE, upon the Contractors furnishing the necessary performance and payment bonds and submitting all additional information required for the above mentioned projects, the Director is hereby authorized to enter into contracts and supplemental agreements for any projects deemed to be in the best interests of the State. Further, the Director is authorized to reject any or all proposals, to waive technicalities, and/or to advertise for new proposals whenever deemed to be in the best interests of the State.

Commission Chairman Dick Trammel opened the meeting by reading a thank you note from Mike Preston, Executive Director, Arkansas Economic Development Commission, who was present at the Commission Meeting on May 29, 2015.

Chairman Trammel also congratulated Commissioner Frank D. Scott, Jr. for being recognized in Arkansas Business 40 Under 40.

Director Scott Bennett recognized Angel Correa who is serving as Interim Division Administrator for the Federal Highway Administration, Arkansas Division.

MOTION

Commission Chairman Dick Trammel brought up the previous Commission Minutes of May 29, 2015 and June 10, 2015. Commissioner Frank D. Scott, Jr. moved, Commissioner Alec Farmer seconded and the motion passed to approve these previous Minutes.

MOTION

Commissioner Robert S. Moore, Jr. moved, Commissioner Alec Farmer seconded and the motion passed to authorize the staff to advertise for auctioneer services to conduct a public auction(s) of used and surplus equipment with the primary sale to be conducted near the end of October 2015, and the subsequent secondary sale(s) to be conducted as necessary on dates mutually agreed to by the selected auction services and the Department.

MOTION

For the past several years, the Department has contracted with an individual pilot (currently Harrell Clendenin) to oversee the maintenance and utilization of the Department's two aircraft. In addition to flying or securing pilots to fly the aircraft, these individuals make sure the planes are up to date on all maintenance, safety certifications, registrations, etc. Since there are multiple local and regional companies that provide these services, the Department is suggesting to contract with an aircraft management firm, rather than another individual, to perform these services. Commissioner Frank D. Scott, Jr. moved, Commissioner Robert S. Moore, Jr. seconded and the motion passed to authorize a Request for Proposals (RFP) for Aircraft Management Services.

OTHER DISCUSSION ITEMS

Mike Boyd, Chief Fiscal Officer, provided the June 2015 update on state highway revenue. Mr. Boyd noted that state highway revenues to the Department from most traditional sources are up a total of \$8.4 million in the State Fiscal Year (SFY) 2015 compared to the same period for SFY 2014. With the revenue from the Natural Gas Severance Tax coming in higher for this year compared to last year, total revenues available are \$9.9 million higher for this year. Actual state revenue received is \$18.2 million higher compared to projected (budgeted) revenue for this year.

In closing, Mr. Boyd stated that June revenue from the 0.5% General Sales Tax for the Connecting Arkansas Program was 3.7% lower, (\$521,100) than projected by the Department of Finance and Administration (DF&A). This revenue source has come in under DF&A's projections for fifteen of the twenty-four months since the tax went into effect, and is cumulatively 0.56%, or \$1.8 million, under DF&A's projections to date.

Director Bennett provided the latest information on the Federal highway and transit funding issues. Director Bennett noted that on May 29, 2015, President Obama signed into law the Highway and Transportation Funding Act of 2015. This legislation extends MAP-21 from May 31, 2015 until July 31, 2015. It extends the authority to expend funds from the Highway Trust Fund, and the authorization to obligate funds for programs administered by the Federal-Aid Highway Administration, the Federal Transit Administration, the National Highway Traffic Safety Administration, and the Federal Motor Carrier Safety Administration.

This is the 33rd stopgap surface transportation measure passed by Congress in the last decade.

The extension is intended to last until the projected balance of the Highway Trust Fund reaches a critical level at the end of July. At that point, Congress will need to transfer money from the general fund, increase revenue, or some combination of these to prevent the Federal Highway Administration from implementing cash management procedures and reducing reimbursements to the states.

Director Bennett gave an update on the status of the 2011 Interstate Rehabilitation Program (IRP), Connecting Arkansas Program (CAP), and State Aid City Street Program. The 2011 Interstate Rehabilitation Program was approved by Arkansas voters in November 2011. Under this program, the Commission has the authority to issue up to \$575 million in GARVEE bonds for Interstate rehabilitation. Three series of bonds have been issued. The first was sold in September 2012 at a par value of \$197 million (true interest cost of 1.6%) with a premium of \$33 million (total of \$230 million available for construction). The second was sold in October 2013 at a par value of \$172 million (true interest cost of 2.2%) with a premium of \$29 million (total of \$201 million available for construction). The third was sold in November 2014 at a par value of \$206 million (true interest cost of 2.1%) with a premium of \$37 million (total of \$243 million available for construction).

The Connecting Arkansas Program was approved by Arkansas voters in November 2012. Under this program, the Commission has the authority to issue up to \$1.3 billion in revenue bonds for four-lane highway construction. The first series of bonds was sold in September 2013 at a par value of \$469 million (true interest cost of 3.1%) with a premium of \$25 million (total of \$494 million available for construction). No other bond sales under this program are expected.

Discussion Item - Continued

With the approval of the 0.5% Sales Tax for the Connecting Arkansas Program, 1 cent in motor fuel tax revenue (approximately \$20 million annually) is being set aside for a State Aid City Street Program. Projects are selected by the State Aid City Street Committee and are designed, let to contract, and inspected by the Department.

Director Bennett gave an update on the Governor's Working Group on Highway Funding. On April 23, 2015, Governor Asa Hutchinson issued an executive order to create the Governor's Working Group on Highway Funding. This group will serve as an investigative and advisory body of the Governor and will explore alternative means and strategies to fund the construction, reconstruction and maintenance of Arkansas' transportation system. On May 6, the Governor named the members of the group. The first meeting was held on June 24.

The Department is now holding the Bid Letting the day before the Commission Meeting. Director Bennett presented a summary of the apparent low bids and bidders from the July 21, 2015 Bid Letting.

Director Bennett reported that the Big Rock Interchange has received a national award. Roads & Bridges magazine selected it Number 8 in its list of the Top 10 Roads in America. Over 80 projects competed for inclusion in this year's Top 10 list. Big Rock will be featured in the October issue of Roads & Bridges.

2015-079

IT IS ORDERED that a meeting of the Arkansas State Highway Commission be closed at 11:45 a.m., July 22, 2015.

I hereby certify that the above and foregoing is a true record of the proceedings taken by the Arkansas Highway Commission at its meeting on July 22, 2015.


Lindy H. Williams
Commission Secretary