

TOWN COUNCIL STAFF REPORT

Title: Award Task Order to Kimley-Horn and Associates, Inc. for design of the Minaret-Meridian Roundabout project.

Meeting Date: April 2, 2025

Prepared by: Amy Callanan, PE, Engineering Manager

RECOMMENDATION:

Staff recommend the Town Council authorize the Town Manager to:

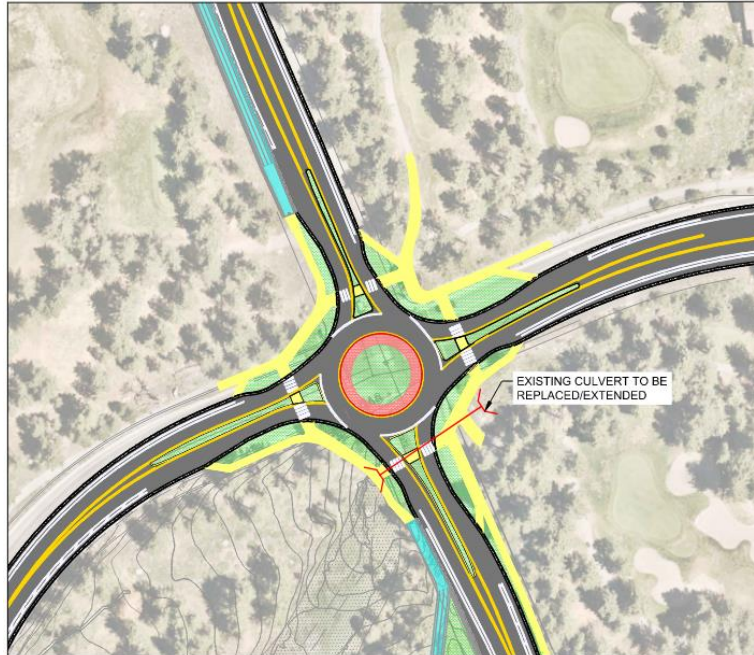
- Execute an agreement with Kimley-Horn and Associates, Inc. for the design of the Minaret-Meridian Roundabout project.
- Execute amendments to the agreement as necessary to advance project development.

BACKGROUND:

The intersection of the arterials Minaret Road and Meridian Boulevard, a primary connection point between commercial, residential, and recreational destinations in Town, currently operates as a signalized intersection. The existing traffic signals at this intersection have been failing, having exceeded their useful life and require excessive maintenance time and cost. Due to a lack of available replacement parts and inconsistent signal operation, the signals have been set to a permanent flashing red operation.

Though the traffic levels at the intersection are generally acceptable, it still presents safety concerns and lacks adequate ADA-compliant facilities for bicyclists and pedestrians. Also, it has been over 15 years since any significant pavement rehabilitation has occurred at the intersection and the roadway pavement are showing signs of weathering and rutting which is causing poor ride quality. Last year's slurry seal project resulted in modest improvement, but additional rehabilitation will be required in the coming years.

Over the past year, staff have been working toward a solution for the intersection consisting of the construction of a roundabout. This concept was introduced, and some plans were developed nearly twenty years ago. Many modern roundabouts have been constructed and used successfully in our neighboring city of Truckee, which sees very similar weather conditions. The roundabout project will improve safety and traffic flow and create ADA-compliant multi-modal connectivity while addressing the unique challenges of the area. The project will also improve stormwater quality by reducing impermeable pavement areas, reduce maintenance requirements and cost currently associated with the aging traffic signal, and rehabilitate the deteriorated pavement. In addition, the project design will dovetail seamlessly with the forthcoming construction of the Minaret MUP planned for the summer of 2026.



Minaret-Meridian Roundabout schematic plan

ANALYSIS:

Kimley-Horn is a consulting firm with significant experience in the design and construction of roundabouts in mountainous conditions. They produced the initial Project Study Report planning document for the roundabout project, as well as the final design plans for the aforementioned Minaret MUP. The contract with Kimley-Horn would be executed as a task order under their current on-call contract for civil engineering services. The on-call contract was executed in August 2024 following a competitive RFQ/RFP process during which many consultants submitted proposals and were selected based on professional qualifications.

FINANCIAL CONSIDERATIONS:

The civil engineering services are currently proposed to consist of a not-to-exceed hourly fee of \$392,118, plus reimbursable expenses for travel and other incidentals. The project design is currently fully funded as follows:

Funding Source	Amount
STIP	\$ 180,000
FY 24/25 2 nd Qtr – Fund 980 Capital Reserve	\$ 220,000
TOTAL	\$ 400,000

The construction of the roundabout will be a part of larger grant funding request anticipated in coming years.

ENVIRONMENTAL CONSIDERATIONS:

The project is considered categorically exempt from CEQA under Section 15301(c), Minor Alteration of an Existing Facility. A Notice of Exemption was filed with Mono County on October 11, 2024.