



Alternative Transportation Fee Advisory Board 2018-2019

November 26th, 2018 @5:30
Lory Student Center Room 304
Approved 1-28-2019
Recorded by: Andrea Fairfield

I. Call to Order

II. Attendance

Name	Title	Affiliation	Present?
Hanna Johnson	Chair	Chair	Y
Zach Vaishampian	Representative	ASCSU At Large	Y
Andrea Fairfield	Representative	ASCSU At Large	Y
Gina McCrackin	Associate		N
Isabella Pulido	Representative	Ag Sciences	
Patricia Vail	Associate		Y
Noah Fishman	Representative Associate	Business	Y
Max Drummond	Representative Associate	CVMBS	Y
Jordan Schlitzer	Representative	Engineering	Y
Michael Townsend	Associate		Y
Wendell Stainsby	Representative	Graduate School	Y
Michelle LaCrosse	Associate		
Dillon Meehleis	Representative	HHS	Y
Miguel Ojeda	Associate		
Josh Lindell	Representative Associate	Liberal Arts	
Adam Wilson	Representative Associate	Natural Sciences	Y
Kalyn O'Byrne	Representative Associate	Undeclared	Y
Dominique Ashe	Representative Associate	Warner College	



III. Approval of Minutes from Last Meeting

a. Approved YES

Motion to approve last two minutes meetings.

IV. Open Items

ATFAB Fee Update: Brian Grube

- 9.5% “melt” rate
 - Even with this rate we are still above 1,000 dollars of where we thought we would be.
- Transfort contract is a little higher than we thought
 - Aaron and Brian are working with their contractors

The SPOKE

- Overview
 - survey updated to reflect the mobile shop
- Mobile shop
 - Has a full toolset and workbench with 5 drawers and 1 cabinet.
 - More space than the workspace in the shop
 - Product shelf within the station
 - whole shop is towed by a fat bike.
 - Monday-Friday all student run
 - Now has an instagram that is sanctioned by the university
- Schedule:
 - 11 weeks (1305 hours)
 - 135 surveys received (actual work on bike vs. the engagement talking about the spoke and just educating people about the service)
 - locations fluctuate every 2 weeks so that people are able to understand where the SPOKE is.
- Extended hours:
 - Now open from 11-5pm M-F
- Expenditures:



- Start-up costs
 - spent about \$5400 which was less than the budget because they included some tools that they already had.
- Revolving Costs:
 - Fall budget-\$4700
 - remaining-\$2400
 - Ipad use for surveys
 - No equipment replacement yet on the bike and the trailer.
- The academic village is currently funding the labor rates for extended hours. They would like this to not be the case.
- Reflections:
 - Definitely needs someone to help support the shop every morning with set-up and breakdown.
 - Some sort of operational support and social media
 - could do a better job of tracking the metrics by location and day to help better understand what is happening with the SPOKE.

David Hanssen (Landscape Architect for CSU)- GREEN TRAIL

- used Ditesco to help build the green trail since we had an open contract with them from the construction of the Shields underpass.
- Trail extends out from the underpass all the way to the existing trail past the recreation center.
- Worked to figure out the best signs to place on the new trail
- Costs:
 - Estimated \$416K
 - Actual \$446K (additional 30K due to irrigation mainline systems)
 - ATFAB \$208K contribution
- On average about 1400 bikes a day going through the underpass and therefore coming through the new section of trail.
 - 400 pedestrian's
 - spiked when the weather was warmer (1900 user peak)



- Very few accidents have been actually reported through the city or through the police department.
 - Since then safety devices have been placed.
- COST ESTIMATIONS
 - Steps:
 - look at the drawings and considering the line items and how the proposed project would actually be built
 - Each item has a cost associated with it based on the other similar costs of development on campus.
 - Some things aren't actually construction related, but all necessary
 - Erosion control (a big thing that they consider all around campus)
 - traffic control (making sure people get through the construction safely)
 - mobilization: cost of the contractor to get all of their office items on the job-site.
 - General Conditions: all of the things that are needed on a job site but aren't actually part of the actual project (e.g. port-a-potty's, chain-link fences)
 - Bonds and Insurance: only see this occasionally
 - Estimating contingency: A lot of unknowns with the initial drawings so this piece covers those unknowns as the project is finalized.
 - Engineering design services: the fee of the contractor for designing the project.



- Owners contingency: emergency funds for things that weren't previously added to the project's design
- Owner's Markup-Carries this on CSU projects because there are a lot of standards that aren't typical to normal contracting firms. Above and beyond standard care items that the university requires.
- In most cases the contingency dollars are returned to the source if they aren't used.

V. Post Meeting Action Items

Action:	Assigned To:	Deadline:

VI. Motions Made

- **Motion 1- Approval of Minutes-Approved**