



MAYOR & COUNCIL COMMUNICATION

DATE: May 6, 2014
REGULAR
ITEM 5

AGENDA ITEM: 39th Street North: Street and Sanitary Sewer Improvements – Public Improvement Hearing; Resolution Ordering the Improvement and the Preparation of Plans and Specifications; Motion to Approve Engineering Design and Construction Support Services Contract

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Adam Bell, City Clerk
Cathy Bendel, Finance Director
Dave Snyder, City Attorney
Chad Isakson, Project Engineer

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Engineer
- Report/Presentation..... City Engineer
- Questions from Council to Staff..... Mayor Facilitates
- Open Public Improvement Hearing; Public Input Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

POLICY RECOMMENDER: Engineering

FISCAL IMPACT: The fiscal impact for the recommended action for this agenda report is the engineering, geotechnical and legal fees necessary for the preparation of plans and specifications and bidding services for the improvements. A not to exceed budget will be presented at the Council meeting along with a recommendation to enter into a professional services contract with an Engineering firm.

Ordering the Improvements and authorizing the preparation of plans and specifications commits the City to incur the engineering, geotechnical and legal costs necessary to complete detailed design and receive contractor bids to ready the project for construction in 2014.

The total estimated project cost for the 39th Street North: Street and Sanitary Sewer Improvements project is \$1,247,000. The improvements will be funded through the issuance of general obligation bonds with bond payments made from the general tax levy and through special assessment revenue as identified in the feasibility report. The Council will be asked to award a contract for construction in August 2014, at which time the City would commit to the remaining project costs based on the Council approved project financing plan.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to open the Public Improvement Hearing for the 39th Street North: Street and Sanitary Sewer Improvements; and following the Hearing, consider adopting Resolution No. 2014-27 Ordering the Improvement and the Preparation of Plans and Specifications; and awarding a Professional Engineering Design and Construction Support Services Contract. The recommended motions for these actions are as follows:

“Move to adopt Resolution No. 2014-27 Ordering the 39th Street North: Street and Sanitary Sewer Improvements and the Preparation of Plans and Specifications.”

and

“Move to approve a Professional Engineering Design and Construction Support Services Contract based on the City Engineer’s Recommendation Presented at the Meeting.”

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Pursuant to Minnesota Statutes, Section 429.011 to 429.111, a Public Improvement Hearing was noticed for May 6, 2014, to consider making the following improvements:

- Reconstruction of 39th Street North from State Highway 5 to CSAH 17. The street improvements are proposed to be an extension of the Village Parkway street section as envisioned in the Village area plan.
- The improvement includes an alternative to add an 8-foot bituminous trail along the north boulevard and a 6-foot sidewalk along the south boulevard in order to maintain the extension of Village Parkway.
- Replacement of the existing storm sewer conveyance system along 39th Street North.
- Extension of 10 and 12-inch diameter trunk sanitary sewer in connection with the Village East Trunk Sanitary Sewer extension.
- Installation of 11 service stubs to existing properties to provide owners with the opportunity to hook up to municipal sewer.

Public notification: The attached notice was published in the official newspaper and individual notifications were sent to each address that potentially will be assessed a portion of the project costs. In addition, a property owner meeting was held on April 29, 2014 to present the feasibility report findings and recommendations to the benefitting property owners identified in the report.

The feasibility report was authorized by the city council on March 18, 2014 in order to ready these improvements for 2014 construction. The report identifies the necessary improvements, the estimated project costs, the assessment methodology and preliminary assessment amounts to be levied against properties adjacent to and benefitting from the improvements.

STAFF REPORT

The 39th Street North: Street and Sanitary Sewer Improvement project will be built in conjunction with the Village East Trunk Sanitary Sewer extension project in 2014. The Village Sewer project will extend trunk sanitary sewer from the new Village lift station near Reid Park to undeveloped properties in the north and northwestern Village area. The Village area comprehensive sewer plan indicates the preferred alignment for this trunk sewer to be along 39th Street North.

The project will be partially funded by imposing special assessments against 11 benefitting properties abutting the improvements along 39th Street North. Eighty percent (80%) of the street, storm sewer and sidewalk improvements will be specially assessed on the basis of front footage with the remaining twenty percent (20%) paid through the general City tax levy. The bituminous trail costs will be funded through Park Dedication.

The total estimated project costs to bring sanitary sewer from the lift station through 39th Street will be paid in full by all properties benefitting from the extension with the City sewer enterprise fund paying the pipe oversize costs. Project costs were apportioned based on the Residential Equivalent (REC) Unit method. Benefitting properties along 39th Street are proposed to be specially assessed for their propionate share of the trunk sanitary sewer extension.

To complete the engineering design, the City Engineer prepared and sent out a Request for Proposal (RFP) for Engineering Support Services that includes a full topographic survey, the preparation of plans and specifications; plan printing, distribution and bidding services; construction administration support to the city engineer, and construction staking. FOCUS Engineering will provide resident and council communication, conduct public meetings, project management, coordinate the project permitting, and will provide construction administration services for the project. FOCUS will also oversee the project design standards and documents to be incorporated with the project plans. Construction observation services will be retained at a later date once the project has been bid and awarded for construction.

The RFP was sent to three firms from the City's Engineering Consultant Pool, including Bolton and Menk, SEH, and TKDA. The proposals will be received on May 1, 2014 and the City Engineer will bring forward a recommended firm to enter into a services agreement for this project at the Council meeting. Proposals will be reviewed and ranked on the following basis:

- Project Team Qualifications with a focus on a Project Manager capable of leading and delivering a street and utility improvement project.
- Demonstrated understanding and experience with the project and understanding of the critical success factors;

- Understanding the scope of work and roles and responsibilities of the Consultant.
- Collaboration of skills and responsiveness demonstrated during the RFP submittal process: and
- Engineering Fees, indicating a detailed breakdown that is consistent with the Consultant's written proposal.

RECOMMENDATION:

Staff is recommending that the City Council adopt Resolution No. 2014-27 Ordering the Improvements and the Preparation of Plans and Specifications for the 39th Street North: Street and Sanitary Sewer Improvements. As a property owner petitioned improvement, ordering the public improvement project requires a majority 3/5 vote. The recommended motion for this action is as follows:

“Move to adopt Resolution No. 2014-27 Ordering the 39th Street North: Street and Sanitary Sewer Improvements and the Preparation of Plans and Specifications.”

Staff is also recommending that the City Council award a Professional Engineering Design and Construction Support Services Contract for the 39th Street North: Street and Sanitary Sewer Improvements. The recommended motion for this action is as follows:

“Move to approve a Professional Engineering Design and Construction Support Services Contract based on the City Engineer's Recommendation Presented at the Meeting.”

ATTACHMENT(S):

1. Resolution 2014-27 Ordering the Improvements and Preparation of Plans and Specifications.
2. Notice of Hearing on Improvement.
3. Preliminary Assessment Roll.
4. Location Map.
5. Project Schedule.
6. Feasibility Report (*available for review at City Hall*)