



MAYOR & COUNCIL COMMUNICATION

DATE: April 7, 2015
REGULAR
ITEM 12

AGENDA ITEM: Eagle Point Boulevard 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: Ryan Stempski, Assistant City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Adam Bell, City Clerk
Cathy Bendel, Finance Director
Jack Griffin, City 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: \$48,500 for preparation of plans and specifications and bidding services.

The Eagle Point Boulevard Street and Sanitary Sewer Improvements is a \$1.3 million street and sanitary sewer improvement project to be 100% assessed against the benefitting properties consistent with the City’s Special Assessment Policy (all properties are commercial). The project is funded through the issuance of general obligation bonds with bond payments made from the special assessment revenue as identified in the feasibility report.

Ordering the Improvements and authorizing the preparation of plans and specifications commits the City to incur the engineering costs necessary to complete detailed design and receive

contractor bids to ready the project for construction in 2015. The council will be asked to award a contract for construction in July 2015, at which time the City would commit to the remaining project costs.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to open the Public Improvement Hearing for the Eagle Point Boulevard Street and Sanitary Sewer Improvements; and following the Hearing, consider adopting Resolution No. 2015-22 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. 2015-22, Ordering the Eagle Point Boulevard 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 to TKDA in the not to exceed amount of \$42,150.”

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

Pursuant to Minnesota Statutes, Section 429.011 to 429.111, a Public Improvement Hearing was noticed for April 7, 2015, to consider making the following improvements:

- Reconstruction of approximately 3,500 feet of commercial street, 40 feet wide from back of curb to back of curb.
- Placement of granular drainage subbase with draitile to address frost heaving actions from underlying soils.
- Extension of storm sewer and additional catch basins to improve surface drainage.
- Extension of sanitary sewer to provide service to the Inwood PUD development.

The attached notice was published in the official newspaper and individual notifications were sent to each address that will be assessed for the entire project cost.

During the fall of 2014, the City amended the 2015-2019 CIP, which created bonding capacity to enable the City to pursue improvements to Eagle Point Boulevard in 2015. In January 2015, the City received a petition to represent at least 35% of the properties to be benefitted by the improvements. The feasibility report was adopted by the City Council on March 3, 2015. 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.

The improvements will be funded 100% through assessments against the benefitting properties consistent with the City’s Special Assessment Policy (all properties are commercial). Due to the irregular shaped lots along Eagle Point Boulevard, four separate assessment methodologies were analyzed in the report. On February 19, 2015 a property owner meeting was held to review the

proposed scope of improvements and present property owners the alternative assessment methodologies. The City Administrator led a discussion that resulted in a consensus to assess the abutting properties using the area method. However, the final assessment methodology may be determined during the Improvement Hearing. Assessments for street improvements are levied over 10 years. The sanitary sewer improvements would be 100% assessed to the Inwood PUD development and would be secured to the City through a Waiver Agreement to be paid in full upon completion of the improvements.

To complete the engineering design, the City Engineer prepared and sent out a Request for Proposal (RFP) for the Engineering Support Services that included 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 five firms from the City's Engineering Consultant Pool, including Bolton and Menk, MSA, SEH, Stantec, and TKDA. Four proposals were received on March 26, 2015 and were reviewed and ranked on the following basis:

- Project Team Qualifications with a focus on a Project Manager capable of leading and delivering a street 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 and the needs for delivery of a successful project.

The attached exhibit provides the Proposal Fee Summary as received by the responding consultants, with fees ranging from \$42,150 to \$72,857. Engineering Fees are subtotaled for each project phase including project management, plans and specifications, bidding, and construction support services including construction staking.

The City Engineer is recommending a contract be awarded to TKDA. They have assigned a highly qualified project manager and support team with the experience and expertise to efficiently produce the project design documentation. Their proposal and work plan identifies a thorough understanding of the work to be performed and they are aware of key issues related to the project.

RECOMMENDATION:

Staff is recommending that the City Council adopt Resolution No. 2015-22 Ordering the Improvements and the Preparation of Plans and Specifications for the Eagle Point Boulevard Street and Sanitary Sewer Improvements. The recommended motion for this action is as follows:

“Move to adopt Resolution No. 2015-22, Ordering the Eagle Point Boulevard 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 Eagle Point Boulevard 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 to TKDA in the not to exceed amount of \$42,150.”

ATTACHMENT(S):

1. Resolution No. 2015-22, 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. Proposal Fee Summary Worksheet.