

City of Monticello, Iowa

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Agenda Posted on March 20, 2020 at 3:45 p.m.

Monticello City Council Special Meeting March 23, 2020 @ 6:00 p.m.

Monticello Renaissance Center, 220 E. 1st Street, Monticello, Iowa

Mayor:	Brian Wolken	City Administrator:	Doug Herman
City Council:		Staff:	
At Large:	Dave Goedken	City Clerk/Treas.:	Sally Hinrichsen
At Large:	Brenda Hanken	Police Chief:	Britt Smith
Ward #1:	Gary Feldmann	City Engineer:	Patrick Schwickerath
Ward #2:	Candy Langerman	Public Works Dir.:	Nick Kahler
Ward #3:	Chris Lux	Water/Wastewater Sup.:	Jim Tjaden
Ward #4:	Tom Yeoman	Amb. Dpt. Lead Par.:	Lori Lynch

- Call to Order – 6:00 P.M.
- Pledge of Allegiance
- Roll Call
- Agenda Addition/Agenda Approval

Open Forum: If you wish to address the City Council on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the City Council on an item not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. Individuals are normally limited to speaking for no more than three (3) minutes on a topic and the Open Forum is by rule limited to a total of twenty (20) minutes.

Consent Agenda (These are routine items and will be enacted by one motion without separate discussion unless someone requests an item removed to be considered separately.) **None**

Public Hearing and Resolutions Related Thereto: **None**

Motions: **None**

Resolutions:

1. **Resolution** accepting bids and awarding contract related to the 2020 E. 7th Street Reconstruction Project.

Ordinances: **None**

Reports / Potential Action: **None**

Adjournment: Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

Meeting Instructions for the Public

Due to the Covid-19 Virus the City Council will not be allowing the Public access to the Council meeting. You may watch the Council Meeting on the Local Access Channel if you have access to **Mediacom. (Channel 118.3)** A request has been made of Mediacom to make our Local Access Channel available on-line to everyone, not just subscribers, however, we do not yet know if that request can or will be honored. If you do not have access to Mediacom and wish to watch the meeting live you can tune into the City of Monticello, Iowa Facebook page. The easiest way to get there is to search for “City of Monticello Iowa” in the search box on Facebook.

If you have questions during the meeting you may e-mail them to dherman@ci.monticello.ia.us Your questions will be read aloud and answered to the best of our ability.

You may also call into the meeting by dialing 1.605.313.4443 You will be asked to enter an access code which is: 518351 You may call in from approximately 5:55 forward. When connected please mute your phone so that we do not hear everyone’s background noise.

The Mayor will announce when he is prepared to accept comment or questions from those on the phone. If you wish to make a comment or question you will need to unmute your phone and ask to be recognized. The Mayor will ask for your name and address before giving you an opportunity to speak. When your question/comment has been posed/is complete you will again need to mute your phone. If you do not wish to speak you do not have to and in that event your name will not be recorded. When you connect to the call a pre-recorded voice will ask something to the effect of “who has joined the call?” You may answer this with your first name or simply say “Public”. This process is new to us and it is not clear how well you will be able to hear or how well we will be able to hear you but we will do our best.

City Council Meeting
Prep. Date: 03/20/20
Preparer: Doug Herman



Agenda Item:
Agenda Date: 03/23/2020

Communication Page

Agenda Items Description: Resolution accepting bids and awarding contract related to the 2020 E. 7th Street Reconstruction Project.

Type of Action Requested: Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session

Attachments & Enclosures:

Proposed Resolution
Bid Tab / Snyder & Associates Letter
Funding Resources Form (Capital Funds)

Fiscal Impact:

Budget Line Item:	
Budget Summary:	E 7 th Street Project
Expenditure:	\$442,538.85
Revenue:	

Synopsis: Bids were received and Council may consider award of contract at tonight's meeting.

Background Information: The City received five (5) bids on the proposed project referred to as the 2020 E. 7th Street Reconstruction Project which is basically an extension of the N. Sycamore Street project. The bids were received on three options:

Option 1: 7th Street to the "East" of the N. Sycamore Street Project to the point at which it meets N. Maple Street improvements.

Option 2: Includes Option 1 work as well as 7th Street to the "West" of the N. Sycamore Street Project to and including the intersection of 7th Street and N. Cedar Street. (The intersection work would include Storm Sewer Work, Sanitary Sewer Work, and Water Main Work in addition to the pavement replacement.)

Option 3: Includes Option 1 and 2 as well as the intersection of 6th Street and N. Gill Street. (This intersection is clearly a number of blocks away and unrelated to N. Sycamore Street that was added to this project as a Bid Alternate due to work done in that intersection associated with water main breaks.)

The plan has been to treat the 7th Street project the same as the N. Sycamore Street project as 60% TIF and 40% Capital Improvement (Non-TIF). With that in mind, Sally has put together the attachment at my request showing the funds available for this project. You will see that we have right at \$405,100 available through our Capital Improvements funds and could supplement that with Sewer Capital Improvement, Sewer Operating, Water Capital Improvement, and Road Use. (Note: We need to cover costs of seeding along N. Sycamore Street and tree planting. The tree planting would not come from the Capital Improvement Funds and we could find money elsewhere to cover the seeding as well.)

Snyder & Associates has at my request reached out to the IDOT to see what they would contribute to this project as we will be resurfacing their Highway through the intersection. Generally speaking, they agreed to cover the costs that they would incur if they were left to resurface the street which is planned for FY '21. They asked Snyder to calculate the costs that the IDOT would likely incur to grind and overlay that portion of Highway 38 that the plans call to be reconstructed with the E. 7th Street Project. AJ estimates that the IDOT would invest

approximately \$18,000 towards this project if the City reconstructs the intersection as part of this project. (If the City does not reconstruct the intersection and the IDOT resurfaces in 2021, the City would not be successful in getting IDOT funds thereafter if the intersection were torn up and reconstructed, at least until the IDOT is ready to grind and overlay again at some point down the road.)

If you haven't looked closely at the Street and intersection, I would ask you to take time to drive or walk the street before the meeting. It is in rough shape. The infrastructure under the street is old as well and the work done on N. Sycamore Street anticipated connecting all of 7th Street to the new/updated infrastructure systems. The sewer manhole in the intersection of N. Cedar is brick, the storm sewer and catch basins is in bad shape and in need of work as well. It is not likely that the City would spend money wisely to try and replace water/sanitary/storm infrastructure within the intersection while not resurfacing it. Doing it all at once makes sense, particularly if we are going to receive and \$18,000 +/- investment from the IDOT. Also, Snyder was compensated approximately \$2,500 to \$5,000 as noted in AJ's letter to permit the intersection work. While not terribly significant, this work and expense will be lost if the intersection is not redone and would be incurred again in the future if the Council decided down the road to perform work in the intersection.

See attached bid tab for the full bid information. The low bidder, if we proceed with Option 2, is Tschiggfire Excavating at \$442,719.55.

Staff Recommendation: I recommend that the Council proceed with Option 2, largely based upon the poor condition of the intersection and the opportunity the City has to take advantage of \$18,000 +/- of IDOT money at this time.

The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

RESOLUTION #20-___

To award the 2020 E. 7th Street Reconstruction
Project to _____ in the amount of \$ _____

WHEREAS, the Council previously adopted a final Resolution of Necessity in connection with the 2020 E. 7th Street Reconstruction Project (the "Project"); and

WHEREAS, the Council previously scheduled, published notice, and held a hearing on the final plans and specifications, proposed form of contract, and cost estimate for the 2020 E. 7th Street Reconstruction Project, and

WHEREAS, the Council previously approved the final plans and specifications, form of contract, and cost estimate, and

WHEREAS, the Council finds that bids on this project were sought and that five bids were received, with the lowest responsive, responsible bidder, for Option ___, being _____ with a bid in the amount of \$ _____, and

WHEREAS, the Council finds that the low bid of _____ should be accepted and a contract entered into between the City and _____ to complete the work set out in said bid, consistent with the bid and contract documents, the award of a contract consistent herewith being recommended by the City Engineer.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Monticello, Iowa, on this 23rd day of March, 2020, that the 2020 E. 7th Street Reconstruction Project shall be awarded to _____ in the amount of \$ _____, the bid being received as Bid Option # ___, with the Mayor being authorized to execute contract documents on behalf of the City Council after the review and approval of said documents by the City Engineer.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk



March 20, 2020

Mr. Doug Herman, City Administrator
City of Monticello
200 East First Street
Monticello, IA 52310

**RE: 2020 East 7th Street Reconstruction
Recommendation for Award**

Mr. Herman and City Council:

On Wednesday, March 18th, 2020 the City received five bids for the **2020 East 7th Street Reconstruction** project, which were opened and read aloud publicly (via teleconference). We reviewed the unit price extensions on all bids and found two minor mathematical errors as noted in the enclosed bid tabulation. The engineer's opinion of probable cost for Bid Option 1 was \$129,000, Bid Option 2 was \$480,000, and Bid Option 3 was \$728,000. The five bids received ranged from \$111,934.60 to \$138,197.85 for Bid Option 1, \$442,719.55 to \$504,961.28 for Bid Option 2, and \$766,893.05 to \$824,826.08 for Bid Option 3. There are three separate low bidders for the project, depending on the Bid Option selected by the City. For Bid Option 1 the low bid was submitted by **Eastern Iowa Excavating, LLC** of Cascade, with a total bid of **\$111,934.60**. For Bid Option 2 the low bid was submitted by **Tschiggfrie Excavating, Co.** of Dubuque, with a total bid of **\$442,719.55**. For Bid Option 3 the low bid was submitted by **Pirc Tobin Construction, Inc.** of Alburnett, with a total bid of **\$766,893.05**.

We, recommend that the City award the **2020 East 7th Street Reconstruction** project to the contractor with the respective low bid listed above for the Bid Option selected by the City, for an amount also listed above for each respective Bid Option.

Additionally, it is worth noting that depending on the City's selection of desired Bid Option, there could be rework associated with permitting, should the City decide to perform some of the work at a later date. Coordination between Snyder & Associates and the Iowa Department of Transportation and Iowa Department of Natural Resources occurred for the Water Construction, Sanitary Construction, Work in Right-of-Way, and NPDES (GP #2) Permitting. The Engineering related to the permitting ranged from approximately \$2,500 to \$5,000.

I will be available via telephone for the Special Council meeting on March 23th to answer any question you may have with regard to this project.



Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'A.J. Barry', is written over a light grey horizontal line.

A.J. Barry, P.E.
Civil Engineer

Enclosure: Bid Tabulation

cc: Sally Hinrichsen, City Clerk/Treasurer

TIF - Sycamore St Project

Feb Balance	242453.52
Payment as of March 19th	-97434.08
Balance as of March 19th	<u>145019.44</u>

Capital Improvement - N Sycamore St

Feb Balance	167110.95
Payment as of March 19th	-64956.06
Balance as of March 19th	<u>102154.89</u>

Other funds available:

Streetscape Sidewalk	1105.29
East First Street bridge	37919.07
Cedar Street Assessments	18902.32
Park Drive Assessments	662.00
South Street Assessments	4022.00
E 2nd Street Assessments	15872.00
Reserve Acct	79432.30

Total Other funds	<u>157914.98</u>
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Total Available for 7th St Project	<u><u>405089.31</u></u>
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This is as of March 19th. I am not sure if there are any outstanding bills for North Sycamore Street