



REQUEST FOR ACTION CITY COUNCIL

Agenda Date: 12/4/2024
Agenda Section: Consent Agenda

Department Origination: Public Works

Agenda Item: Approve the Widseth Proposal for Professional Construction and Post Construction Services in the Not to Exceed Amount of \$83,320.00 for the 2024 CSAH 77 Utility Improvements Project, Municipal Project 4118

Approval Required: Simple Majority Vote

BACKGROUND

Prior to construction starting, Widseth intended to submit a proposal for construction related services. It was found that Widseth did not submit the Proposal by mistake. The cost for the construction related serviced was included in the overall project budget and assessed to the benefiting property owners.

Below are the details for the Widseth proposal for the construction related services for the 2024 CSAH 77 Utility Improvements, Municipal Project 4118. The project includes the construction of gravity sanitary sewer, forcemain and watermain along the south side of CSAH 77 from Inglewood Drive to Edgewood Drive.

The proposed Scope of Services is as follows:

Construction Staking

WIDSETH proposes to provide construction staking and field survey services associated with the proposed construction. Specific tasks included with this Proposal are:

- Establish vertical and horizontal control in the Project Area
- Generate staking files for the design elements shown in the plans
- Provide construction staking for removals, sanitary sewer, forcemain and watermain – staked one (1) time.
- Document staked point locations and elevations
- Provide contractor with construction staking information

Construction Administration

WIDSETH proposes to provide construction administration services associated with construction of the proposed improvements and coordination with the contract documents. Specific tasks included with this Proposal are:

- Coordinate execution of the contract documents
- Coordinate and attend a pre-construction conference
- Prepare project website updates
- Review contractor material submittals and shop drawings for compliance with the plans and specifications
- Coordinate and conduct weekly construction meetings
- Project status reports and required City Council RCA's
- SWPPP monitoring
- Preparation of contractor payment requests – up to four (4) payment requests
- Review and preparation of change orders and work directives – up to four (4) change orders
- Serve as the liaison between City, Contractor, and the Public
- Review project status, pay estimates and change orders with Utilities Commission and City Council

- Deliverables: Electronic PDF copies of meeting agendas and minutes, pay estimates and change orders with accompanying City Council RCA's and pertinent project correspondence

Construction Observation

WIDSETH proposes to provide construction observation services to document conformance to the contract documents. Specific tasks included with this Proposal are:

- Provide part-time field observation of the following items:
 - Traffic control
 - Erosion control
 - Removals
 - Gravity sanitary sewer
 - Forcemain
 - Watermain
 - Restoration and project clean up
- Provide full-time field observation of the following items:
 - City utility modifications
 - Storm sewer
 - Concrete curb & gutter and flatwork
 - Bituminous roadway and driveways
- Observe and document testing procedures and results
- Document daily work activities for conformance to the plans and specifications
- Measure and document bid items for payment
- Assist the City with the final walkthrough and project closeout
- Deliverables: Electronic PDF copies of daily construction records, Item Record Accounts, and other pertinent project documentation

Construction Materials Testing

WIDSETH proposes to sub-contract with Braun Intertec Corporation to complete required City construction testing in accordance with City requirements and the MnDOT Schedule of Materials Control. Items typically included with this task include:

- Coordination and scheduling of Braun Intertec construction testing
- Completion of required soils testing
- Preparation of construction testing compliance documentation
- Deliverables: Construction materials testing compliance documentation in electronic PDF format

Post-Construction Services

WIDSETH will complete post-construction services in accordance with City requirements. Specific tasks included with this Proposal are:

- Complete record drawing survey of new or gravity sanitary sewer, forcemain and water pipes, structures, and appurtenances. Record drawing survey for signs will be completed using City equipment
- Re-establish removed or disturbed property boundary markers
- Preparation of property boundary Certificate of Survey
- Preparation of "Record Drawing" document
- Deliverables: Electronic PDF of record drawing documents and property boundary Certificate of Survey for re-establishment of initially found property markers

WIDSETH proposes to perform the services described above on an hourly basis in accordance with the attached Fee Schedule, for the **Not To Exceed amount of \$83,320.**

FINANCIAL IMPLICATIONS

The cost for these services are already in the overall project budget and will be tracked as part of the overall project budget.

STAFF RECOMMENDATIONS

Staff recommends approving the Widseth Proposal for Professional Construction and Post Construction Services for the 2024 CSAH 77 Utility Improvements Project, Municipal Project 4118.

COUNCIL ACTION REQUESTED

MOTION to approve the Widseth Proposal for Professional Construction and Post Construction Services in the Not to Exceed Amount of \$83,320.00 for the 2024 CSAH 77 Utility Improvements Project, Municipal Project 4118.