



ITEM REPORT UTILITIES COMMISSION

Agenda Date: 6/8/2022
Agenda Section: Business Item

Department Origination: Public Works

Agenda Item: Approve the SEH Agreement for Design and Construction Engineering Professional Services for the Cypress Drive and Douglas Fir Drive Improvements project, in the Not to Exceed Amount of \$614,000.

Approval Required: Simple Majority Vote

BACKGROUND

This proposed City street and utility extension project has been in the planning stages for decades. The current implementation timeline is being driven by the need to accommodate a proposed multi-building 250-unit+ apartment complex adjacent to the south side of Hinkley Road from Douglas Fir Drive to Cypress Drive, and along both sides of Cypress Drive from Hinkley Road to Highland Scenic Drive.

The City project proposes improvements on Cypress Drive that include street resurfacing from just south of the College Road roundabout to Hinkley Road and street and utility extensions south to CSAH 48 with street lighting improvements along the entire corridor. A 3-lane, 44-foot wide urban section with a 10-foot wide separated bituminous trail on the east side is proposed. The trail is also planned to extend along the north side of Hinkley Road east from Cypress Drive then north to Berrywood Park. Construction of a single-lane roundabout at the CSAH 48 intersection is also proposed. Cypress Drive storm water is planned to be managed by expansion of an existing storm water basin in the NE corner of the CSAH 48/future Cypress Drive intersection.

Improvements to Douglas Fir Drive are also proposed and include a southbound transition from existing 4-lane divided to proposed 3-lane, 44-foot wide urban section roadway across Hinkley Road to approximate 340 feet south. Douglas Fir Drive storm water is planned to be managed via an existing basin in the SW corner of the Douglas Fir Drive/Hastings Road intersection. Water main will be extended along the corridor.

The proposed City project is a cooperative venture between the City of Baxter and Crow Wing County. The City is the lead agency and staff has requested a proposal and scope of work from the SEH/WiDSETH team for the remaining phases of the project. SEH and Widseth Smith Nolting & Associates Inc (WiDSETH) have been working on various stages of planning for this project including teaming on the feasibility study that was approved by the City Council on May 17, 2022. Moving forward, it is proposed that SEH will hold the engineering contract with the City and perform management of the entire project, design the street, trail, storm water, and lighting elements, administer the public construction bidding process, and lead construction administration efforts. WiDSETH will subcontract with SEH and be responsible for overall project preliminary surveying, design of the sanitary sewer and water main improvements, final assessment calculations and hearing, overall construction observation and staking, and post construction record drawing surveying and re-monumentation work. WiDSETH plan sheets and specification sections would get incorporated into the overall SEH project plans and specifications.

The SEH/WiDSETH proposed scope includes: Project Management, Preliminary Survey Services, Design Services, Bidding Services, Final Assessment Calculations and Hearing, Construction Staking, Construction Administration, Construction Observation, and Post Construction Services.

The attached agreement does not include property acquisition services; preliminary sewer cleaning, televising, and review; special geotechnical testing (ex. pond infiltration tests); or construction material testing. These services were not included with the proposal because the extent of the work cannot be determined until the design has begun. These services will require a future fee amendment when the scope has been determined.

FINANCIAL IMPLICATIONS

When comparing the SEH agreement with the feasibility report included, the estimated costs for property acquisition and construction and material testing the engineering fees are tracking approximately \$80,000.00 under budget.

STAFF RECOMMENDATIONS

Staff recommends approving the SEH agreement for Design and Construction Engineering Professional Services for the Cypress Drive and Douglas Fir Drive Improvement Project. SEH was the consultant engineer for the 2018 Cypress Drive project to the north of this project, they completed the Traffic Impact Study for the Campbell Subdivision, and they are working on the CSAH 48 Corridor Study. SEH and Widseth teamed up on the recently approved feasibility report. Widseth lead the project feasibility report and assessment hearing tasks and will be designing the sewer and water improvements as they have completed the preliminary work to date on the utilities.

COUNCIL ACTION REQUESTED

Approve the SEH Agreement for Design and Construction Engineering Professional Services for the Cypress Drive and Douglas Fir Drive Improvements project, in the Not to Exceed Amount of \$614,000.00.