



REQUEST FOR ACTION
CITY COUNCIL

Agenda Date: 7/16/2024
Agenda Section: Consent Agenda

Department Origination: Public Works

Agenda Item: Approve the Widseth Fee Amendment Proposal for Professional Services in the Not to Exceed Amount of \$42,584 for the 2026 Mill & Overlay and Full Depth Reclamation Improvements Project, Municipal Project No. 4426

Approval Required: Simple Majority Vote

BACKGROUND

Widseth is currently under contract with the City of Baxter for professional services related to the preparation of the Feasibility Report for the 2026 Mill & Overlay and Full Depth Reclamation Improvement Project.

The original \$15,000 Contract for professional services included scoping meetings, roadway review and Feasibility Report preparation. In discussions with City Staff, it was determined additional sanitary sewer and storm sewer information needed to be collected. The data collected will be used to include maintenance work in the final Feasibility Report and project budget.

Widseth has obtained a quote from Nelson Sanitation and Rental Inc. to collect the additional information. Nelson will clean and televise approximately 12,718 linear feet of sanitary sewer and approximately 6,564 linear feet of storm sewer facilities within the 2026 project limits. Nelson will need to coordinate with the City to obtain water and where to dump the material collected. Widseth will coordinate with Nelson and review the televising logs. Information from televising logs will be summarized in the Feasibility Report.

Nelson's estimate to complete the services is \$39,264.00. Widseth's time to coordinate and review the work and review the televising logs is \$3,320. Widseth proposes to complete the additional services described above for the estimated fee of \$42,584 based on Widseth's current fee schedule and invoiced costs from Nelson Sanitation. Widseth will not add a mark up to Nelson Sanitations costs when invoicing the City for reimbursement.

FINANCIAL IMPLICATIONS

The cost of the additional services will be tracked as part of the capital project and paid from special assessments and City contributions and the process will be outlined in the feasibility report.

STAFF RECOMMENDATIONS

Staff recommends approving the Proposal for Engineering Services for the 2026 Mill & Overlay and Full Depth Reclamation Improvements Project, Municipal Project No. 4426.

COUNCIL ACTION REQUESTED

MOTION to approve the Widseth Fee Amendment Proposal for Professional Services in the Not to Exceed Amount of \$42,584. for the 2026 Mill & Overlay and Full Depth Reclamation Improvements Project, Municipal Project No. 4426.