



REQUEST FOR ACTION UTILITIES COMMISSION

Agenda Date: 8/7/2025
Agenda Section: Information Only

Department Origination: Public Works

Agenda Item: 2025 Micro Surfacing Project Update

Approval Required: No Action Required

BACKGROUND

The City of Baxter has completed an annual micro surfacing project from 2021 to 2024. The City Pavement Management Plan identifies 4.70 miles of city streets for the 2025 micro surfacing project consisting of Circle Pine Road, Elder Drive, Emily Circle, Emily Road, Falcon Drive, Foley Road, Glory Road, Isle Drive, Kelly Circle, Kelly Drive, Lakewood Lane, Marohn Road, Mountain Ash Drive, Parkwood Court, Parkwood Drive, and Wedgewood Drive.

The proposed street segments were paved between 2015 and 2018 and identified for micro surfacing with 2022 PASER ratings of 6, 7, and 8 and exhibit slight to moderate surface distress. The Baxter City Council on January 21, 2025, approved the agreement for professional services with Bolton & Menk, Inc. in the not to exceed amount of \$47,394.

Plans and specifications were approved in March and the project is currently advertised for receiving construction bids, with a bid opening on April 22, 2025.

Pursuant to authority of the City Council and after proper legal advertisement, bids for the above referenced project were opened and read aloud at Baxter City Hall at 10:00 A.M. on Tuesday, April 22, 2025. Two (2) bids were received from the companies listed below. Please refer to the attached Bid Abstract for a summary of the bids submitted.

Company	Bid
ASTECH Corporation	\$575,579.79
Fahrner Asphalt	\$680,763.60
Engineer's Estimate of Construction Cost	\$570,424.00

All bids conformed to the plans, specifications and advertisement and no mathematical errors were found in the submitted bids.

The proposed schedule for the project is:

- January 21, 2025 – City Council approves engineering contract.
- March 5, 2025 – Utilities Commission approves plans and specifications and authorizes bidding.
- March 18, 2025 – City Council approves plans and specifications and authorizes bidding.
- March 26, 2025, April 2, 2025, and April 9, 2025 – Bid Advertisement
- April 22, 2025 – Bid Opening
- May 7, 2025 – Bid Recommendation to Utility Commission
- May 20, 2025 – Bid Recommendation to City Council
- **Project Construction Substantial Completion - August 29, 2025**

The project preconstruction meeting was held on July 22nd. ASTECH is planning to complete the commercial streets of Isle Drive from Highland Scenic Road to Essentia Health Clinic, Falcon Drive, Glory Road from Isle Drive to TH 371, Elder Drive from Foley Road to Glory Road, and Foley Road from Forthun Road to Elder Drive overnight on August 10th and 11th beginning at Highland Scenic Road and Isle Drive and working north.

The remaining residential streets are planned to be completed from 7:00 a.m. to 7:00 p.m. on Wednesday, August 13th and Thursday, August 14th. Notice of the proposed construction schedule has been sent to businesses and residents on the project.

FINANCIAL IMPLICATIONS

Funds will be taken from the Franchise Fee's that goes toward the Pavement Management Plan. The fund currently has a balance of \$2,170,000. Based on the bid results, the construction cost to complete the street segments identified for 2025 is \$575,579.79 and the engineering cost is \$47,394 for a total project cost of \$622,973.79.

The 2025 City Budget identified \$500,000 from the franchise fee fund for micro surfacing. With a current balance of \$2,170,000, the 2025 Micro Surfacing Project Budget was amended from \$500,000 to \$622,973.79 at the May 20, 2025 city council meeting.

STAFF RECOMMENDATIONS

COUNCIL ACTION REQUESTED