



REQUEST FOR ACTION  
CITY COUNCIL

Agenda Date: 11/21/2023  
Agenda Section: Consent Agenda

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**Department Origination:** Public Works

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**Agenda Item:** Approve the Widseth Proposal for Professional Design and Biddings Services for the 2024 Whiskey Creek Bridge Rehabilitation in the Not to Exceed Amount of \$10,850

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**Approval Required:** Simple Majority Vote

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**BACKGROUND**

The Whiskey Creek Stormwater Project is under construction and there is an prefabricated bridge on site from the old golf course. The bridge is located where the access road crosses the creek and the bridge has been incorporated into the project. Widseth currently completes the bridge inspections throughout the City so staff requested Widseth to review the structural integrity of the bridge. See report for the evaluation.

The report indicates deterioration of the concrete bridge abutments. City staff requested a proposal to move forward with preparing plans for the rehabilitation of the bridge. In response to city staff's request, Widseth has submitted a proposal to provide professional design and bidding services for the Whiskey Creek Bridge Rehabilitation.

Their proposed Scope of Services is as follows:

Design Services

WIDSETH will prepare design drawings and contract documents suitable for competitive bidding that meet City requirements. Items included in our proposed Scope of Services are as follows:

- Preliminary design meeting and subsequent plan review meetings with City staff – one (1) meeting
- Preparation of project plans, including the following:
  - Title Sheet
  - Statement of estimated quantities
  - Typical construction details
  - Existing conditions and removals plan
  - Temporary and permanent erosion control details and plan
  - Proposed rehabilitation plan
- WIDSETH quality control review and plan modifications
- City staff review submittals
- Final plan preparation
- Preparation of contract documents and specifications
- Preparation of Engineer's Estimate of Probable Construction Cost
- Project design status reports and assistance with City Council RCA's
- Final plan review with City staff, Utilities Commission and City Council
- Deliverables: Project status updates, bidding documents (plans and specifications) in electronic PDF format, Engineer's Estimate of Probable Construction Cost, and updated assessment calculations

### Advertising/Bidding/Award Services

WIDSETH will assist the City in advertising, bidding, and awarding the project in accordance with the Minnesota State Law. Items included in our Proposed Scope of Services are as follows:

- Assist City with advertising the construction documents for public bidding
- Coordination of contract document distribution to prospective bidders
- Reply to bidder questions and inquiries
- Prepare and distribute necessary Addenda
- Facilitate bid opening via QuestCDN
- Prepare a tabulation of bids received
- Review apparent low bid for compliance with contract documents
- Make recommendation to the City for award of the construction contract
- Deliverables: Updated project cost estimate, Bid Tabulation, bid review/award letter and accompanying RCA.

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 \$10,850**. Widseth is prepared to begin immediately.

### FINANCIAL IMPLICATIONS

The cost of the design and biddings services is proposed to be paid using the 2023 Stormwater Enterprise Fund.

### STAFF RECOMMENDATIONS

Staff recommends approving the Widseth Proposal for Design and Bidding Services for the 2024 Whiskey Creek Bridge Rehabilitation Project. The evaluation report identifies the need to lift the bridge off the abutments to complete the repair, with a timeline of 12-24 months before requiring repairs it is important to complete the repairs prior to paving the access road next year around the newly constructed stormwater wetland so the bituminous pavement can connect into the bridge deck.

### COUNCIL ACTION REQUESTED

**MOTION** to approve the Widseth Proposal for Professional Design and Biddings Services for the 2024 Whiskey Creek Bridge Rehabilitation in the Not to Exceed Amount of \$10,850.