



ITEM REPORT UTILITY COMMISSION

Agenda Date: 8/5/2026
Agenda Section: Business Item

Department Origination: Public Works

Agenda Item: Approve the SEH Design Phase Services Contract in the Not to Exceed Amount of \$325,000.00 for the 2027 College Road and Douglas Fir Drive/ Industrial Park Road Intersection Improvements project

Approval Required: Simple Majority Vote

BACKGROUND

The City of Baxter has been negotiating with a developer to sell city owned property for a proposed development in the southeast quadrant of the TH 371 and College Road intersection. A related traffic impact study recommended a roundabout at the College Road and Douglas Fir Drive/ Industrial Park Road intersection to address expected delay issues and for safety. MnDOT has also been in discussion with the City on detouring TH 371 through traffic on this segment of College Road with their 2028 TH 371/ TH 210 Interchange project starting in 2028. The MnDOT detour would also include segments of Cypress Drive and Clearwater Road. Based on anticipated development and MnDOT timelines, the College Road and Douglas Fir Drive/ Industrial Park Road intersection (roundabout) project would need to be constructed in 2027 prior to MnDOT starting 2 years of overpass construction in the spring of 2028.

Attached is a SEH contract in the not to exceed amount of \$325,000.00 to perform project management, feasibility report, neighborhood meeting, improvement hearing, design, right of way acquisition support, bidding, and final assessment hearing services for the 2027 College Road and Douglas Fir Drive/Industrial Park Road Intersection Improvements project. There is also a task for preparing a quote package to clear 10 acres from an adjacent City owned site.

FINANCIAL IMPLICATIONS

A December 2025 preliminary cost opinion identifies a total project cost of \$2,810,000 for the College Road and Douglas Fir Drive/Industrial Park Road Intersection Improvements. The costs will be updated as the design process progresses. Multiple potential funding sources are being reviewed including State Aid street funds, proceeds from the sale of city property, and areawide special assessments.

STAFF RECOMMENDATIONS

Moving into the design phase of this project now is necessary to keep the project on schedule for construction in 2027. Attached is a preliminary project delivery schedule. The overall project scope is anticipated to include permanent and temporary easement acquisition from multiple parcels. Moving into the design process is necessary to finalize easement needs. The acquisition process is one of the construction schedule critical path items.

City Staff recommends approving the SEH Design Phase Services Contract in the Not to Exceed Amount of \$325,000.00 for the 2027 College Road and Douglas Fir Drive/Industrial Park Road Intersection Improvements project.

COUNCIL ACTION REQUESTED

MOTION to approve the SEH Design Phase Services Contract in the Not to Exceed Amount of \$325,000.00 for the 2027 College Road and Douglas Fir Drive/Industrial Park Road Intersection Improvements project.