



REQUEST FOR ACTION UTILITIES COMMISSION

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

Department Origination: Public Works

Agenda Item: Approve ASTECH Corporation Change Order No. 1 Revising Completion Dates for the 2026 Micro Surfacing Project.

Approval Required: Simple Majority Vote

BACKGROUND

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 11:00 A.M. on Thursday, May 14, 2026. The project consists of 5.2 miles of city streets consisting of:

- Baxter Drive north of TH 210, Conservation Drive, and Fairview Road from Conservation Drive to Baxter Drive.
- Excelsior Road from Inglewood Drive to roundabout at Edgewood Drive and Cypress Drive east to the city limit
- Edgewood Drive from Excelsior Road to Woida Road
- Dellwood Drive from Design Road to 400 feet north of Woida Road and Whispering Woods Lane to Wise Road (CSAH 49).

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	\$602,411.18
Fahrner Asphalt	\$695,059.20
Engineer's Estimate of Construction Cost	\$657,065.20

All bids conformed to the plans, specifications and advertisement. One mathematical error was found in the ASTECH bid that increased their bid amount by \$4.40 to a total of \$602,415.58. The low bid is approximately 8.3% lower than the Engineer's estimate of \$657,065.20.

On the north end of Dellwood Drive the east half of the street for a quarter mile south of Wise Road (CSAH 49) is in the City of Brainerd. The City of Brainerd has agreed to participate in the project for this segment which equates to 3% of the project. A breakdown of the low bid detailing the City of Baxter portion and City of Brainerd portion is attached as is summarized as follows:

	Total Project	City of Baxter	City of Brainerd
Construction Cost:	\$602,415.58	\$583,846.58	\$18,569.00
Engineering Cost:	\$59,312.00	\$57,532.64	\$1,779.36
Total Project Cost:	\$661,727.58	\$641,379.22	\$20,348.36

The Utilities Commission recommended awarding the construction contract to ASTECH on June 3, 2026 and the City Council approved award of the construction contract to ASTECH on June 16, 2026. Contracts have been executed by the contractor and city.

A preconstruction meeting was held with the contractor on Friday, July 31, 2026, at 9:00 a.m. where the project schedule was discussed. It is proposed to delay the micro surfacing two weeks for the following reasons:

- The start of the city-wide crack sealing project was delayed and delaying micro surfacing a couple of weeks to the week of August 31st or September 7th will allow the crack sealing material to harden before surfacing over it.
- The City has a watermain repair and storm sewer catch basin replacement on Edgewood Drive between Design Road and Clearwater Road to complete in Mid-August that will require excavation and paving to be completed at least one week before micro surfacing.

FINANCIAL IMPLICATIONS

Funds will be taken from the Franchise Fee's that goes toward the Pavement Management Plan. Based on the bid results, the construction cost to complete the street segments identified for 2026 is \$602,415.58 and the engineering cost is \$59,312.00 for a total project cost of \$661,727.58.

The 2026 City of Baxter portion of the project is \$641,379.22 and City of Brainerd portion is \$20,348.36.

There are no changes in project costs associated with the approval of Change Order No. 1.

STAFF RECOMMENDATIONS

Staff recommend approval of ASTECH Corporation Change Order No. 1 revising the Substantial Completion Date from August 28, 2026 to September 11, 2026 and the Final Completion Date from September 11, 2026 to September 25, 2026 for the 2026 Micro Surfacing Project.

COUNCIL ACTION REQUESTED

Motion to approve ASTECH Corporation Change Order No. 1 revising the Substantial Completion Date from August 28, 2026 to September 11, 2026 and the Final Completion Date from September 11, 2026 to September 25, 2026 for the 2026 Micro Surfacing Project.