



## ITEM REPORT CITY COUNCIL

Agenda Date: 7/15/2025  
Agenda Section: Consent Agenda

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**Department Origination:** Public Works

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**Agenda Item:** Approve the Widseth Proposal for Construction Administration Services in the Not to Exceed Amount of \$440,444.00 for the 2025 Design Road & TH 371 Stormwater Improvements Project, Municipal Project No. 4135

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**Approval Required:** Simple Majority Vote

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### **BACKGROUND**

In response to Staff request, Widseth submitted a Proposal for construction-related services for the 2025 Design Road & TH 371 Stormwater Improvements Project. The Project Area includes Design Road from the west side of TH 371 to Golf Course Drive.

Our proposed Scope of Services includes:

- Final Assessment Calculations and Hearing
- Construction Staking
- Labor Compliance
- Construction Administration
- Construction Observation
- Construction Materials Testing
- Post-Construction Services
- Assumptions and Exclusions

Widseth proposes to perform the services on an hourly basis in accordance with the attached Fee Schedule, for the **Not To Exceed amount of \$440,444.00**. We are prepared to begin work immediately upon authorization of the Contract.

### **FINANCIAL IMPLICATIONS**

The cost of construction administrative services will be tracked as part of the capital project and paid from special assessments and City contributions in accordance with process outlined in the feasibility report. At the Feasibility Report phase, the total engineering fees with initial Easement Appraisals (excluding the 3<sup>rd</sup> party review) were estimated to be \$719,365.99 which represented 22.9% of the estimated construction cost. After the bid opening, the total engineering fees with this Construction Administration Contract including Easement Appraisals, 3<sup>rd</sup> Party Review and Construction Materials Testing totals \$717,744 and represents 26.9% of the construction cost. The Engineering Fees excluding the Easement Appraisals, 3<sup>rd</sup> Party Review and Construction Materials Testing totals \$629,081 and represents 23.6% of the construction cost. This exceeds the typical 22% contract ratio because additional requirements of the federal and state funding associated with the project. Examples of the additional requirements include but is not limited to Labor Compliance task, additional Pay Estimate and Change Order procedures, and additional project management and budget tracking. This Construction Administration Proposal totals \$440,444.00 which will bring the overall Engineering Budget to \$717,744.00.

### **STAFF RECOMMENDATIONS**

The Utilities Commission and staff recommend approving the Widseth Proposal for Construction Administration Services for the 2025 Design Road & TH 371 Stormwater Improvements Project, Municipal Project No. 4135.

### **COUNCIL ACTION REQUESTED**

**MOTION** to approve the Widseth Proposal for Construction Administration Services in the Not to Exceed Amount of \$440,444 for the 2025 Design Road & TH 371 Stormwater Improvements Project, Municipal Project No. 4135.