



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, July 26, 2022
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Project ST-009: W. Lyon Street/N. 3 rd Street Reconstruction Project - Consider Acceptance of Proposal for Consultant Services for Design of Street Reconstruction Project.
Background Information:	<p>The above-referenced project is currently identified for 2023 in the City Capital Improvement Plan (CIP). The project limits include: W. Lyon Street (E. College Drive to N. 5th Street) N. 3rd Street (W. Main Street to W. Redwood Street).</p> <p>The proposed project includes the complete reconstruction of the street, curb, sidewalk, driveways, watermain, sanitary sewer, and storm sewer collection system. The street pavement and utilities are in poor condition and City staff believes a reconstruction is necessary.</p> <p>At the City Council meeting on February 8, 2022, Council authorized staff to request for proposals for consultant services for downtown aesthetic improvements. The request included four tasks for the consultant to scope and provide pricing. Task 1 included an Intersection Control Evaluation (ICE) study and report of the N. 3rd/W. Main intersection signal. Task 2 was to provide public information gathering and scoping of the streetscaping elements of the project. Task 3 included preparing design sheets of the streetscaping elements determined through Task 2. Task 4 was an optional task to provide design services of the street reconstruction and utility improvement portion of the project.</p> <p>Three proposals were received on March 3, 2022. Proposals were reviewed at the Public Improvement/Transportation Committee meeting on March 8, 2022, by the Committee, and a proposal review group consisting of two City staff members, the PI/T Committee, and Brad Gruhot, the Chamber President. The Committee recommended award of a contract to Bolton & Menk. Bolton & Menk, while having the lowest cost fee proposal of the three, also provided a strong proposal of services. At the City Council meeting on March 8, 2022, Council accepted the proposal of Bolton & Menk for Tasks 1, 2 and 3 at the approximate cost of \$67,920 per the recommendation of the Public Improvement/Transportation Committee.</p> <p>City staff would now like the City Council to consider authorizing City staff to award Task 4 to Bolton & Menk for the design services contract for the street and utility reconstruction portion of the project. With the loss of our Assistant City Engineer position, staff believes it would be prudent to hire Bolton & Menk for the project design to ensure that we remain on time with project design.</p> <p>Attached is Amendment #001 to the Professional Services Agreement with Bolton & Menk.</p>

Fiscal Impact:	All costs would be billed against the 2023 construction project.
Alternative/ Variations:	No alternative actions recommended.
Recommendation:	that the Council accept the proposal of Bolton & Menk for Task 4-Design of Street Reconstruction Project in the amount of \$105,338.71.