



## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Meeting Date:</b>	Tuesday, August 13, 2019
<b>Category:</b>	NEW BUSINESS
<b>Type:</b>	ACTION
<b>Subject:</b>	South High Street/South Whitney Street (100 & 200 Block) Alley Improvement Project (Z70) – Resolution Approving Plans and Specifications and Ordering Advertisement for Bids.
<b>Background Information:</b>	<p>The project consists of the reconstruction of the alley lying between the west side of South Whitney Street and the east side of South High Street, between the north line of East Marshall Street and the south line of East College Drive and installing storm sewer and/or concrete surfacing of the alley.</p> <p>The plans and specifications have been prepared by City staff for the above-referenced project. If the City Council decides to proceed with this project, a resolution has been prepared approving the plans and specifications and ordering advertisement for bids.</p> <p>An informational meeting was held on Monday, August 12, with property owners adjacent to the project to explain the project and provide some cost information.</p>
<b>Fiscal Impact:</b>	<p>The engineer’s estimate for the construction portion of the project is \$93,450. The total estimated project cost, including 10% allowance for contingencies and 16% for engineering and administrative costs is \$119,242.</p> <p>All improvements will be assessed according to the current Special Assessment Policy.</p> <p>Costs for the alley improvements and storm sewer drainage improvements will be mostly by special assessments with City participation in the alley grading and shaping.</p>
<b>Alternative/ Variations:</b>	No alternative actions recommended.
<b>Recommendations:</b>	that the Council adopt RESOLUTION NUMBER XXXX, which is the “Resolution Approving Plans and Specifications and Ordering Advertisement for Bids” for Project Z70: South High Street/South Whitney Street (100 & 200 Block) Alley Improvement Project.

**RESOLUTION NUMBER \_\_\_\_\_, SECOND SERIES**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS  
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to a resolution passed by the council on July 23, 2019, the City Engineer has prepared plans and specifications under the following project in the following location and has presented such plans and specifications to the Council for approval.

**Project Z70: South High Street/South Whitney Street (100 & 200 Block) Alley Improvement Project** – The project consists of the reconstruction of the alley lying between the west side of South Whitney Street and the east side of South High Street, between the north line of East Marshall Street and the south line of East College Drive and installing storm sewer and/or concrete surfacing of the alley.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MARSHALL, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official newspaper, the *Marshall Independent*, in *Finance & Commerce*, on the City of Marshall website, eGram, and on the Mn/DOT eAdvert website, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published two times in the *Marshall Independent*, one time in *Finance & Commerce*, and continuously on the City of Marshall website, eGram and the Mn/DOT eAdvert website until the date of bid opening, shall specify the work to be done, shall state the date, time and place that the bids will be received by the City Clerk, which time they will be publicly opened in the Council Chambers of the City Hall by the City Clerk and Director of Public Works/City Engineer, will then be tabulated, and date, time and place time that the bids will be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Clerk for 10 percent of the amount of such bid.

Passed and adopted by the Council this 13<sup>th</sup> day of August, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

This Instrument Drafted by: Director of Public Works/City Engineer Glenn J. Olson, P.E.