



**CITY OF MARSHALL  
AGENDA ITEM REPORT  
PI/T – 01/13/2026**

<b>Presenter:</b>	Jason Anderson
<b>Meeting Date:</b>	Tuesday, January 13, 2026
<b>Category:</b>	NEW BUSINESS
<b>Type:</b>	ACTION
<b>Subject:</b>	Project ST-014 (139-122-009/139-124-005): S 4th & Country Club Intersection Reconfiguration and Reconstruction - Consultant Selection Process
<b>Background Information:</b>	<p>The S 4th Street and Country Club Drive intersection currently operates under traffic signal control today. The traffic signal was installed in 1983 and it is well out of compliance with current accessibility standards. The skew angle at this intersection creates a safety hazard for both motorized travelers and pedestrians.</p> <p>Both S. 4th Street and Country Club Drive are Municipal State Aid Street (MSAS) routes. The City of Marshall receives a significant amount of funding for the maintenance and improvement of MSAS routes. With this funding, there is also a mandate from MnDOT that engineering standards are complied with and MSAS rules are followed to both utilize the funds for improvements and continue to draw “needs” that result in MSAS fund disbursement.</p> <p>With these considerations in mind and understanding that an improvement needs to be made at this intersection to ensure compliance with current standards, engineering staff received Council support to solicit proposals for an Intersection Control Evaluation (ICE) at the January 26, 2021 meeting. At the February 23, 2021 meeting, the City selected Short Elliot Hendrickson (SEH) to perform the ICE and generate the report.</p> <p>Following a July 6, 2021 PI/T meeting, the City Council accepted the ICE report at their July 13, 2021 meeting and recommended drawing 3 or 5 for the intersection. Following this Council meeting, city staff hosted adjacent property owners for an informational session on August 9, 2021 to present the proposed changes and seek input.</p> <p>This project is currently identified in our 2027 CIP. City engineering staff has garnered two federal LRBP grants that total \$824,000 for this project. Additional project funding will come from the water, sewer, and stormwater utility for utility work on South 4th Street, and MSAS funding for all remaining costs.</p> <p>Prior conversations with Council and property owners have promoted Layout 5, and staff believes that there was support for Layout 5 back in 2021. With the project nearing, we’d like to re-confirm Layout 5 or hear input otherwise. Staff will likely request to hire a consultant to aid in project design and permitting for this project, and with the federal standards and process, we’d like to begin work soon.</p> <p>This item was again presented to the Public Improvement/Transportation Committee on 06/10/2025. At this meeting, city staff re-confirmed the PI/T Committee’s commitment to Layout 5, which included a split T intersection with one mini-roundabout. Staff also informed the</p>

	<p>Committee of our intent to hire an engineering consultant to assist with project plan design and federal standards. At the 6.10.2025 meeting, there was a MOTION MADE BY LOZINSKI to recommend Layout 5 to the City Council, with a mini roundabout to the west and a ¾ or full intersection to the east, SECOND BY ALCORN. ALL VOTED IN FAVOR. THE MOTION PASSED 3:0.</p> <p>Today, staff would like to discuss the process for selecting an engineering consultant. Staff would like to send to a couple of firms, and we would like the PI/T Committee to assist with consultant selection. We are planning to solicit for proposals in mid-January, with proposals returned by February 5<sup>th</sup>. Staff would like the three members of the PI/T Committee and two Public Works staff members to be the Proposal Review Committee. The Review Committee will be given proposals to read and a score sheet to privately rank engineering proposals.</p>
<b>Fiscal Impact:</b>	Cost of engineering proposals to be determined. All costs are State Aid eligible.
<b>Alternative/ Variations:</b>	No alternative actions recommended.
<b>Recommendations:</b>	Committee recommend that City staff move forward with requesting engineering proposals for design of the Project ST-014 and convene the Proposal Review Committee once all proposals are submitted.