



CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Jason Anderson
Meeting Date:	Monday, August 12, 2024
Category:	INFORMATION ONLY
Type:	INFO
Subject:	Project ST-007: UCAP Bus Shelter Project – United Community Action Partnership (UCAP) Award of Quote
Background Information:	<p>Quotes were received by UCAP on 08/01/2024 as shown on the attached Quote Tabulation. City staff recommends to UCAP the award of the quote to D&G Excavating, Inc. of Marshall, Minnesota, in the amount of \$102,920.40. The Engineer’s estimate was \$100,505.00.</p> <p>Attached for Council reference is the 03/2024 Memorandum of Understanding between UCAP and the City of Marshall for the project.</p> <p>This project is included in the 2024 capital improvement plan (CIP). Community Transit of United Community Action Partnership (UCAP Transit) has been awarded a grant project that totals \$207,000, including grant dollars and local match. UCAP Transit approached City staff in 2021 regarding the engineering and construction administration of this project, which includes the installation of bus shelters and ADA sidewalk improvements at various locations as follows: Camden Drive/Riverview Apartments, Freedom Park/Dogwood Ave, Susan Drive/Baseline Road, N 4th Street/Darlene Drive. Most of the improvements will be in city right-of-way.</p> <p>UCAP Transit will be responsible for all capital outlay for this project, and the City will serve as the project sponsor for the grant and the engineer of record for the project.</p> <p>This project is similar to the UCAP Transit Bus Shelter project (Z52) that the City administered on behalf of UCAP Transit in 2020 where shelters and associated sidewalk improvements were installed at N 4th Street/Redwood, S 4th Street/Stephen, and Birch Street near Village Drive.</p>
Fiscal Impact:	The project’s grant match will be provided by UCAP Transit. There is no direct cost to the City of Marshall. The City’s contribution is the professional staff hours required to create, administer, and deliver the construction project for UCAP Transit. Per the attached MOU, the City will charge the cost of engineering and administering the project to UCAP in the amount of 16% of project costs.
Alternative/ Variations:	
Recommendations:	Information only