



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, April 28, 2020
Category:	TABLED ITEM
Type:	INFO/ACTION
Subject:	Project Z76: South 1 st Street Reconstruction Project - 1) Remove from Table - Resolution Ordering Improvement and Preparation of Plans; 2) Resolution Ordering Improvement and Preparation of Plans; 3) Resolution Approving Plans and Specifications and Authorize Advertisement for Bids.
Background Information:	<p>This project consists of: reconstruction and utility replacement on South 1st Street generally between Southview Drive and George Street. Water, sanitary sewer, and storm sewer catch basins will be replaced along South 1st Street in this area. Sidewalk is proposed to be installed along the west side of South 1st Street from Southview Drive to a point approximately 215 ft. north of George Street. In addition to the utility replacement and street reconstruction on South 1st Street, sanitary sewer force main improvements are proposed at the intersection of South 1st Street and DeSchepper Street.</p> <p>A public informational meeting was held on March 12, 2020 at 6:30 p.m. at Marshall Municipal Utilities.</p> <p>Due to the ongoing developments resulting from the COVID-19 (coronavirus) and the resultant recommendations to limit the size of public gatherings, an updated notice was sent to property owners indicating the City is encouraging input for the public hearing on improvement for the Project Z76: South 1st Street Reconstruction Project to be provided by phone, e-mail, or by mail. To provide enough time for residents to offer input, the public hearing on improvement was initiated at the March 24, 2020 City Council meeting and continued to the April 14, 2020 City Council meeting. Property owners affected by the above-referenced project were notified of the hearing dates.</p> <p>The public hearing then continued and closed at the April 14, 2020 meeting.</p> <p>The attached "Resolution Ordering Improvement and Preparation of Plans" was prepared for the April 14, 2020 meeting. This resolution is necessary if the City Council decides to proceed with the project. After discussion and several motions, action was tabled on this resolution to the April 28, 2020 meeting.</p> <p>In order to proceed with this project, adoption of the resolution ordering improvement requires a "super-majority" vote, meaning the council can only adopt the resolution by a four-fifths vote of all members of the Council.</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, the attached "Resolution Approving Plans and Specifications and Ordering Advertisement for Bids" has been prepared.</p>
Fiscal Impact:	The engineer's estimate for the construction portion of the project is \$780,000.00. The total estimated project cost, including 10% allowance for contingencies and 16% for engineering and administrative costs is \$995,300.00. All improvements will be assessed according to the current Special Assessment Policy including, but not limited to, participation from Marshall

	Municipal Utilities, Wastewater Department, Surface Water Management Utility Fund and Ad Valorem participation. Final approval of the project must include determination of funding sources.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	<p><u>Recommendation No. 1</u> that the Council remove the “Resolution Ordering Improvement and Preparation of Plans” item from the table.</p> <p><u>Recommendation No. 2</u> that the Council adopt RESOLUTION NUMBER XXXX, SECOND SERIES, which is the “Resolution Ordering Improvement and Preparation of Plans” for Project Z76: South 1st Street Reconstruction Project.</p> <p><u>Recommendation No. 3</u> that the Council adopt RESOLUTION NUMBER XXXX, SECOND SERIES, which is the “Resolution Approving Plans and Specifications and Ordering Advertisement for Bids” for Project Z76: South 1st Street Reconstruction Project.</p>

RESOLUTION NUMBER _____, SECOND SERIES

RESOLUTION ORDERING IMPROVEMENT
AND PREPARATION OF PLANS

WHEREAS, a resolution of the City Council adopted the 10th day of March, 2020, fixed a date for a Council hearing for proposed improvements under the following project:

PROJECT Z76: SOUTH 1ST STREET RECONSTRUCTION PROJECT – This project consists of: reconstruction and utility replacement on South 1st Street generally between Southview Drive and George Street. Water, sanitary sewer, and storm sewer catch basins will be replaced along South 1st Street in this area. Sidewalk is proposed to be installed along the west side of South 1st Street from Southview Drive to a point approximately 215 ft. north of George Street. In addition to the utility replacement and street reconstruction on South 1st Street, sanitary sewer force main improvements are proposed at the intersection of South 1st Street and DeSchepper Street.

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given indicating the hearing would be initiated at the March 24, 2020 City Council meeting and continued to the April 14, 2020 City Council meeting;

AND WHEREAS, the public hearing was initiated at the March 24, 2020 City Council meeting;

AND WHEREAS, the public hearing was continued at the April 14, 2020 meeting and closed;

AND WHEREAS, at said hearings, all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the Council resolution receiving the Feasibility Report adopted the 10th day of March, 2020.
3. Jason R. Anderson, P.E. is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Passed and adopted by the Council this 28th day of April, 2020.

Mayor

ATTEST:

City Clerk

This Instrument Drafted by: Director of Public Works/City Engineer Jason R. Anderson, P.E.

RESOLUTION NUMBER _____, SECOND SERIES

RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a resolution passed by the Council on April 28, 2020, 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 Z76: SOUTH 1ST STREET RECONSTRUCTION PROJECT – This project consists of: reconstruction and utility replacement on South 1st Street generally between Southview Drive and George Street. Water, sanitary sewer, and storm sewer catch basins will be replaced along South 1st Street in this area. Sidewalk is proposed to be installed along the west side of South 1st Street from Southview Drive to a point approximately 215 ft. north of George Street. In addition to the utility replacement and street reconstruction on South 1st Street, sanitary sewer force main improvements are proposed at the intersection of South 1st Street and DeSchepper Street.

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 28th day of April, 2020.

Mayor

ATTEST:

City Clerk

This Instrument Drafted by: Director of Public Works/City Engineer Jason R. Anderson, P.E.