

City of Spring Lake Park Staff Report



Agenda Date	Status
May 4, 2026	Work Session
Requestor	Agenda Section
Buchholtz	Discussion
Agenda Item #:	
Terrace Park Building Discussion	
Executive Summary	
<p>Staff is requesting City Council authorization to solicit bids for the Terrace Park building project. The proposed bid opening is scheduled for August 17, 2026. To keep the project on schedule, staff is also requesting that the City Council hold a special meeting on Monday, August 24, 2026, at 5:00 p.m. at City Hall to consider award of bids for the project. This meeting would occur prior to the joint Blaine/Spring Lake Park/Mounds View City Council work session scheduled for 6:00 p.m. that evening at SBM Fire Station 3 in Blaine.</p> <p>The special meeting is needed to keep the project timeline on track so site work can be completed by early October and the project area can be turned over to the Spring Lake Park High School Construction Trades Program.</p>	
Background	
<p>The City received a \$450,000 Community Development Block Grant (CDBG) to facilitate construction of the Terrace Park building, which will help offset project costs and support completion of this important park improvement. The project is being coordinated with the Spring Lake Park High School Construction Trades Program, which is anticipated to assist with construction of the building once site work is completed.</p> <p>Staff is requesting authorization at the July 20, 2026 City Council meeting to solicit bids for the project. The current project schedule includes a bid opening on August 17, 2026. Following the bid opening, staff will review the bids and prepare a recommendation for City Council consideration.</p> <p>Because the next regular City Council meeting schedule would create timing challenges for the project, staff is requesting a special City Council meeting on August 24, 2026, at 5:00 p.m. at City Hall to consider award of bids. Holding the special meeting on that date will</p>	

allow the City to proceed with contract award, complete required administrative steps, and begin site work in time to meet the early October turnover schedule.

This timeline is important because the site work must be completed before the property can be turned over to the Spring Lake Park High School Construction Trades Program. Delays in awarding the bid could compress the construction schedule and create challenges for the school-year construction timeline.

Board/Commission Review

N/A

Financial Impact

City Council previously authorized Stantec to provide architectural and engineering design services, bidding phase services and construction phase services for the Terrace Park building project. Only additional cost is the cost of publishing bid notices.

Staff Recommendation

Staff is seeking authority to schedule a special City Council meeting for Monday, August 24, 2026 at 5:00pm at City Hall to consider award of bids for the project

Attachments