

**UTILITIES COMMISSION**  
**July 23, 2014**

The special meeting of the Baxter Utilities Commission was called to order at 4:10 p.m. by Chairman Rock Yliniemi.

MEMBERS PRESENT: Commissioners Shawn Crochet, Council Liaison Rob Moser, and Chairman Rock Yliniemi.

MEMBERS ABSENT: Commissioner Dave Franzen.

STAFF PRESENT: Administrative Assistant Mary Haugen.

OTHERS PRESENT: WSN Consulting Engineer Aric Welch.

**PLANS AND SPECIFICATION FOR THE 2014 INDEPENDENCE ROAD STREET AND UTILITY IMPROVEMENT PROJECT**

City Consulting Engineer Welch reviewed the plans and specification for the 2014 Independence Road Street and Utility Improvements Project.

**MOTION** by Commissioner Crochet, seconded by Council Liaison Moser to recommend City Council adopt the Resolution approving the Plans and Specifications for the 2014 Independence Road Street and Utility Improvement Project and direct staff to bid the project. Motion carried unanimously.

**AWARD BID FOR THE 2014 FALCON DRIVE STREET AND UTILITY IMPROVEMENTS PROJECT**

City Consulting Engineer Welch reviewed the two bids received for the 2014 Falcon Drive Street and Utility Improvements Project. The following letter was entered into the records:

Pursuant to authority of the City Council and after proper legal advertisement, bids for the above referenced project were obtained at 11:00 A.M., in the Baxter City Hall on Tuesday, July 15, 2014.

The following two bids were received:

- |                                      |                     |
|--------------------------------------|---------------------|
| • DeChantal Excavating, LLC          | \$174,347.94        |
| • Anderson Brothers Construction Co. | \$184,122.51        |
| <b>Engineer's Estimate</b>           | <b>\$124,534.60</b> |

All bids were conforming to the plans, specifications and advertisement. There were no errors found in the two bids submitted. Unit price and bid totals are listed in the attached Tabulation of Bids.

The low bid is approximately 40% higher than the Engineer's Estimate. Analysis of the low bid unit prices indicates prices were generally higher than the Engineering's Estimate across the board with the largest increases in Mobilization, Common Excavation, Bituminous, Curb & Gutter and Topsoil Borrow. Increased cost deviations in excess of \$3,000 are shown in red in the far right hand column of the attached Cost Split and Assessment Calculation worksheet.

The total project cost is estimated at \$218,726.65. A summary of projects costs and assessment calculations presented at the Improvement Hearing and as calculated with the low bid is as follows:

	<u>Improvement Hearing</u>	<u>Low Bid</u>
Water Project Cost:	\$18,410.00	\$19,717.22
Estimated City Costs:	\$ 8,440.00	\$19,717.22
Assessable Costs:	\$ 9,970.00	\$0
Assessable Footage:	285	0
Per Lot Assessment:	\$ 34.98	\$0
Storm Sewer Project Cost:	\$ 8,690.00	\$13,578.01
City Costs:	\$0	\$0
Assessable Costs:	\$ 8,690.00	\$13,578.01
Assessable Lots:	555	555
Per Lot Assessment:	\$ 15.66	\$ 24.46
Storm Basin Project Cost:	\$54,410.00	\$74,295.06
City Costs:	\$34,820.00	\$47,548.84
Assessable Costs:	\$19,590.00	\$26,746.22
Assessable Lots:	555	555
Per Lot Assessment:	\$ 35.30	
Roadway Project Cost:	\$93,680.00	\$111,136.36
City Costs:	\$42,010.00	\$51,136.13
Assessable Costs:	\$51,670.00	\$60,000.23
Assessable Lots:	555	555
Per Lot Assessment:	\$ 93.10	\$ 108.11
Total Assessed Costs:	\$89,920 (51%)	\$100,324.46 (45.9%)
Total City Costs:	\$85,270 (49%)	\$118,402.19 (54.1%)

Detailed cost and assessment calculation information is shown in the attached Cost Split and Assessment Calculations worksheet.

We recommend the Council review the information provided in this letter with staff to determine if the project is economically feasible. If financial review of the project indicates the City has the necessary funding sources to complete the project, we recommend the City proceed as follows:

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- Pass a resolution at the July 15, 2014 Council meeting setting the Assessment Hearing for Tuesday, August 5, 2014
- Complete preparation of the Assessment Rolls based on the Low Bid
- Publish notice of the Assessment Hearing in the Brainerd Dispatch on Friday, July 18, 2014
- Mail notice of the Assessment Hearing by Friday, July 15, 2014
- Hold the Assessment Hearing on Tuesday, August 5, 2014
- Issue the Notice of Award on Tuesday, August 5, 2014

City Consulting Engineer Welch reviewed the difference between the bids and engineer's estimate. Higher costs were associated with mobilization, common excavation, bituminous, curb and gutter and common barrow/topsoil.

**MOTION** by Council Liaison Moser, seconded by Commissioner Crochet to recommend City Council adopt the Resolution awarding the bid for the 2014 Falcon Drive Street and Utility Improvement Project to DeChantal Excavating in the amount of 174,347.94. Motion carried unanimously.

**ADJOURNMENT**

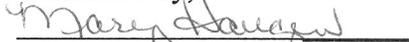
**MOTION** by Council Liaison Moser, seconded by Commissioner Crochet to adjourn the meeting at 4:25 p.m. Motion carried unanimously.

Approved by:



Rock Yliniemi  
Chairman

Submitted by:



Mary Haugen  
Administrative Assistant