

UTILITIES COMMISSION

August 5, 2015

The regular meeting of the Baxter Utilities Commission was called to order at 5:00 p.m. by Chairman Rock Yliniemi.

MEMBERS PRESENT: Commissioners Shawn Crochet, Dave Franzen, Chairman Rock Yliniemi, and Council Liaison Mark Cross.

MEMBERS ABSENT: None.

STAFF PRESENT: Public Works Director/City Engineer Trevor Walter and Administrative Assistant Mary Haugen.

OTHERS PRESENT: WSN Consulting Engineer Aric Welch, SEH Consulting Engineer Scott Hedlund and WSB Consulting Engineer Chuck Rickart.

APPROVAL OF MINUTES

MOTION by Commissioner Crochet, seconded by Commissioner Franzen to approve the Utilities Commission minutes of July 8, 2015. Motion carried unanimously.

EXCELSIOR ROAD TRAFFIC STUDY

WSB Consulting Engineer Rickart reviewed the Excelsior Road Traffic Study from Highway 371 to Inglewood Drive with the commission. The study looked at future traffic projections, existing conditions and addressed how the streets would perform in 2017 and by 2035.

The traffic on Excelsior Drive is expected to grow from the 6,700 vehicles per day now to 9,500 vehicles by 2035. The study noted there were five or fewer crashes between 2012 and 2014 at a number of intersections in the study area while there were 31 crashes for the same time period at Highway 371 and Excelsior Road and 15 at Elder Drive and Highway 210. The study also looked at 6-foot on-road bicycle lanes and a 12-foot off-road bicycle and pedestrian trail.

WSB Consulting Engineer Rickart reviewed the three options available to connect Fairview Road and Edgewood Drive to Excelsior Road:

Alternative 1:

Fairview Road connects to Excelsior Road without realigning the existing Edgewood Drive to create two T-intersections with one as far west as possible to provide adequate spacing. It does have conflicts with left turn movements on Fairview Road and Edgewood Drive.

Alternative 2:

Fairview Road connects to Excelsior Road by realigning the existing Edgewood Drive, moving the intersection west of the current one for better spacing with Highway 371. The current Edgewood Drive intersection would be removed. WSB Consulting Engineer Rickart stated this is the recommended option with no traffic backups expected between the intersection and Highway 371.

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Alternative 3:

Fairview Road connects to Excelsior Road at the existing Edgewood Drive intersection. This option creates an intersection that is very close to Highway 371 and by 2035 will be unmanageable.

WSB Consulting Engineer Rickart informed the commission that City Council chose Alternative No. 2 and recommended restriping Excelsior Road for the on-lane bike lanes and then securing right-of-way for the off-street trail to allow for future construction.

FRUTH SITE PLANS AND APPLICATION

Public Works Director/City Engineer Walter explained the Fruth Site Plans and Application was what prompted the Excelsior Road Traffic Study. The commissions focus on the proposed plan would be for street access, water, sanitary sewer and storm water ponding. One area of concern for the commission was part of the development was shown in city right-of-way on Fairview Road cul de sac that was turned back from MnDOT.

Commissioner Franzen stated a detailed plans (profiles) and specifications showing streets, water, sanitary sewer and storm water would need to be presented for further review. The commission had the following comments on the proposed plan:

- Two (2) access points for the bank are still shown on Excelsior Road should there be no access.
- Watermain loop to Excelsior Road would need an easement or be installed under Fairview Road.
- 100 year storm water of 6.27 inches in 24 hours would need to be maintained on-site.
- Detailed plans need to be submitted before discussing any right-of-way turn back.

WSB Consulting Engineer Rickart explained the next steps would be the Intersection Control Report (ICE Report), Feasibility Study, Detail Design of Improvements and finally Construction.

2015 ISLE DRIVE EXTENSION PROJECT UPDATE

The Isle Drive/CSAH 48 project has been under construction since mid-May. RL Larson Excavating together with their subcontractors has been proceeding diligently with the construction.

All underground utility work has been completed and the contractor is proceeding with completing the grading on Mapleton Road and CSAH 48. RL Larson is currently on schedule or slightly ahead of schedule for the opening of all roadways by the end of August. Final clean up and turf establishment will occur in September with final completion date on October 16th.

WSB Consulting Engineer Rickart explained the Isle Drive Extension was impacted by the severe storm on July 11th. The damage to the project corridor included a loss of 172 trees. In order to maintain the project schedule RL Larson completed the cleanup of these trees. The current contract has a pay item for clearing and grubbing by the tree. The total cost for

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completing this work based on the contract unit price is \$66,220. After review of the situation it was determined that this cost would be reasonable for several reasons:

1. The cleanup needed to be completed as soon as possible to maintain the project schedule.
2. There were no other crews, including City crews, available to complete the work in a timely manner.
3. The contractor had to redirect his crews from other tasks to complete the cleanup.

It was fortunate that the contractor was able to complete the work without impacting the project schedule. Included in pay estimate no. 3 is the payment for the additional clearing and grubbing of trees using the contract unit prices. Items #4 and #6 includes 185 trees; 13 trees removed for the construction of the residential services and 172 trees from the storm. Since contract unit prices are being used no change order is required.

2015 ISLE DRIVE EXTENSION IMPROVEMENTS PROJECT PAY ESTIMATE NO. 3

WSB Consulting Engineer Rickart reviewed the Partial Pay Estimate No. 3 for the 2015 Isle Drive Extension Improvements Project. WSB Consulting Engineer Rickart had no concerns with the Partial Pay Estimate No. 3 and recommends approval.

MOTION by Commissioner Franzen, seconded by Commissioner Crochet to recommend City Council approve the R. L. Larson Excavating Partial Pay Estimate No. 3 in the amount of \$1,135,411.49 for the 2015 Isle Drive Extension Improvements Project. Motion carried unanimously.

2015 EXCELSIOR ROAD IMPROVEMENTS CHANGE ORDER NO. 1

SEH Consulting Engineer Hedlund reviewed Change Order No. 1 for the 2015 Excelsior Road Improvements Project. SEH Consulting Engineer Hedlund has no concerns with Change Order No. 1 which is a credit on the project and recommends approval. The change order items are listed below:

- The City requested the Contractor be allowed to utilize recycled asphalt pavement (RAP) in the street bituminous base courses per MnDOT specifications. A \$5.00 per ton deduct shall be applied. For clarification, the street and trail wearing courses shall be Type 9.5 Wearing Course Mixture (3,C) - SPWEA340C.
- The City requested the specified epoxy pavement markings be eliminated and replaced with latex paint to better align with the City recently adopted pavement management (sealcoating and chip sealing) program.
- After a significant rain event, sediment washed from the East Storm Water Pond next to the Northland Arboretum entrance into the adjacent wetland area. The MPCA NPDES Construction Stormwater permit requires the sediment to be removed. The removal

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method deemed to have the least impact to the wetland was by a vacuum truck. The City requested this method. There is no bid item for this.

- The Plans call for salvaging and reinstalling riprap at the East Storm Water Pond. The City requested the riprap be cleaned prior to installation. The Contract didn't specific cleaning.

MOTION by Commissioner Crochet seconded by Commissioner Franzen to recommend City Council approve the Anderson Brothers Change Order No. 1 in the credit amount of \$41,054.74 for the 2015 Excelsior Road Improvements Project. Motion carried unanimously.

2015 EXCELSIOR ROAD IMPROVEMENTS PROJECT PARTIAL PAY ESTIMATE NO. 2

SEH Consulting Engineer Hedlund reviewed Partial Pay Estimate No. 2 for the 2015 Excelsior Road Improvements Project with the commission. SEH Consulting Engineer Hedlund has no concerns with Partial Pay Estimate No. 2 and recommends approval.

MOTION by Commissioner Franzen, seconded by Commissioner Crochet to recommend City Council approve the Anderson Brothers Partial Pay Estimate No. 2 in the amount of \$379,562.00 for the 2015 Excelsior Road Improvements Project. Motion carried unanimously.

2015 MILL AND OVERLAY PROJECT SCHEDULE UPDATE

SEH Consulting Engineer Hedlund gave a brief update on the status of the 2015 Mill and Overlay Project. The preconstruction meeting has been scheduled for 1:00 p.m. on Friday, August 7th at City Hall and the public informational meeting has been scheduled for Monday, August 10, 2015 at 5:00 p.m.

SEH CONTRACT FEE AMENDMENT FOR THE 2015 MILL AND OVERLAY PROJECT

SEH Consulting Engineer Hedlund reviewed the fee amendment request and the letter was submitted into the record

August 4, 2015

Trevor Walter, PE
City Engineer/Public Works Director
City of Baxter
13190 Memorywood Drive, PO Box 2626
Baxter, MN 56425

Dear Trevor:

SEH is under contract for the 2015 Mill and Overlay project. The following paragraphs describe project scope changes that affect the project fee.

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The final approved feasibility report scope included full depth reclamation (FDR) on Glory Road and Elder Drive. The RFP called for a mill and overlay (M&O) on these roads. The TH 371/Glory Road and Elder Drive/Glory Road intersections have existing traffic signals. FDR on Glory Road and Elder Drive necessitates modifications to both traffic signal systems. These modifications would not be necessary with M&O. The associated necessary signal design and construction engineering was not figured into the original scope. \$7,950.00

The final design scope includes construction of a “quiet zone ready” median and curb on Glory Road within the 25 foot area south of the railroad tracks. It is necessary to obtain a permit from BNSF to perform this work. To expedite the permitting process the City requested SEH pay the permit application fee. This fee was not figured into the original scope. \$750.00

The original scope assumed 5 weeks of construction. The current anticipated construction duration is 10 weeks based on the construction contractor’s recently submitted schedule. The additional construction administration and observation work was not figured into the original scope. \$66,869.00

The above scope changes result in an estimated fee increase not to exceed \$75,569.00. The previously approved total project fee is \$129,104.00. Including the \$75,569.00 fee increase, the total project fee is not to exceed \$204,673.00. This fee increase is factored into the total project costs used in the final assessment numbers.

The commission discussed the fee amendment items with SEH Consulting Engineer Hedlund and felt all fee increases are warranted.

MOTION by Commissioner Crochet, seconded by Commissioner Franzen to recommend City Council approve the SEH Contract Fee Amendment for the 2015 Mill and Overlay Project in the additional amount of \$75,569.00. Motion carried unanimously.

2015 LIFT STATION NO. 7 RECONSTRUCTION PROJECT

WSN Consulting Engineer Welch reviewed the 2015 Lift Station No. 7 Reconstruction bid results and submitted the following letter into the record:

July 30, 2015

Trevor Walter
Public Works Director/City Engineer
City of Baxter
P.O. Box 2626
Baxter, MN 56425-2626

Re: Lift Station No. 7 Reconstruction
Engineer’s Letter of Bid Review and Recommendation
WSN No. 0102B0366.000

Pursuant to authority of the City Council and after proper legal advertisement, bids for the above referenced project were obtained at 11:00 AM, in the Baxter City Hall on Thursday, July 30, 2015.

The following bids were received and read publicly:

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Anderson Brothers Construction Company	\$76,998.08
CCS Contracting, Inc.	\$93,000.00
Douglas-Kerr Underground, LLC	\$102,115.00
Landwehr Construction, Inc.	\$118,440.00
RL Larson Excavating, Inc.	\$120,000.00

There was one submitted bid that was determined to be non-responsive because it lacked the Responsible Contractor certification as required by Minnesota Statutes §16C.285, subdivision 3. This bid was not read publically and is not listed above. The Contractor notified us following the bid opening that the bid amount would not have changed the apparent low bid. We will consult with the City Attorney to determine if the bid should be considered should the apparent low bidder withdraw their bid. All other bids conformed to the plans, specifications and advertisement.

The last two lift station reconstruction projects of similar size and scope had construction costs of \$88,000.00 and \$97,500.00. The apparent low bid of \$76,998.08 appears to reasonable based on previous bid history. The total project cost including construction (\$76,998.08) and the Quality Flow equipment procurement contract for the controls, pumps and hatches (\$50,530) is \$127,528.00. The budgeted amount for this work in the lift station maintenance plan was \$136,000.00.

MOTION by Commissioner Crochet, seconded by Commissioner Franzen to recommend City Council award the contract to Anderson Brothers Construction in the amount of \$76,998.08 for the 2015 Lift Station No. 7 Reconstruction Project. Motion carried unanimously.

COLLEGE ROAD/CYPRESS DRIVE RIGHT TURN LANE PLANS AND SPECIFICATIONS

WSN Consulting Engineer Welch reviewed the College Road and Cypress Drive right turn lane plans with the commission. The commission had no concerns with the plans and specifications for the project.

MOTION by Commissioner Crochet, seconded by Commissioner Franzen to recommend City Council approve the College Road/Cypress Drive Right Turn Lane Plans & Specifications and direct staff to advertise for bids. Motion carried unanimously.

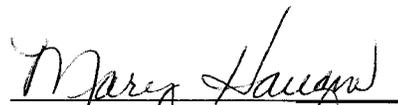
ADJOURNMENT

MOTION by Commissioner Crochet, seconded by Commissioner Franzen to adjourn the meeting at 6:30 p.m. Motion carried unanimously.

Approved by:

Submitted by,


Rock Yliniemi
Chairman


Mary Haugen
Administrative Assistant