



REPORT TO: STILLWATER UTILITIES AUTHORITY

MEETING DATE:

Agenda Item:	5a. SUA-21-13
Prior Council Action/Related Items: (Hyperlinks Or PDF)	<p>Prior actions for the West College Phase 2, Eyer and Manhole Rehabilitation Project (Project) include:</p> <ul style="list-style-type: none"> • SUA-18-40 Professional Services Agreement (PSA) • Master Services Agreement (MSA) with Keystone Engineering • Project Webpage
Background / Issue:	<p>The West College Phase 2 Project provides for design and construction of:</p> <ul style="list-style-type: none"> • 9,700 linear feet of sewer line and manhole replacement or rehabilitation in the West College area, • 510 linear feet of sewer line improvements along Eyer Lane and Ridge Drive, and • evaluation and rehabilitation of approximately 85 manholes throughout the City.
Proposal/Solution:	<p>To date, Project design is 65% complete and topographic survey of the area has been conducted. The Engineer identified approximately 96 parcels which will require:</p> <ul style="list-style-type: none"> • new permanent easements, • wider permanent easements than are currently in place, and/or • temporary easements in order to complete the construction work. <p>Additional authorization and funds are needed at this time to complete the design and easement negotiations, as described below:</p> <ul style="list-style-type: none"> • During 30% design, a two-block section of sewer line north 12th Avenue between Gray and Stanley Streets was identified with significant defects needing replacement. RJN used the available budget to obtain survey for this area in preparation to complete design drawings; however, an increase in the overall design fee is required.

- Amendment 1 (A1) to the PSA with RJN was negotiated for a fee of \$9,800 to complete the additional design work for the sewer line north of 12th Avenue.
- In lieu of utilizing a separate easement negotiation service to obtain easements for this project, work is being performed in-house using existing resources. However, some components of this work still require the following professional services:
 1. Land appraiser to evaluate the cost per square foot of needed easements.
 - Quotes for appraising affected properties were requested with the quote from Milestone Valuation being considerably lower in cost at a flat fee of \$5,000.
 2. Surveyor to prepare the legal descriptions of the easements and perform staking on the properties as needed.
 - For the surveying and legal descriptions, staff requested a not to exceed cost proposal from Keystone Engineering Services under their existing Master Services Agreement. Their fee totals \$66,260.22:
 - \$18,147.22 for land title research,
 - \$31,634.24 for legal descriptions, and
 - \$16,478.76 for easement staking.

Staff will return to SUA to request additional funds for purchase of easements after the property appraisals are completed.

Financial Impact/Funding Source(s):	Funds for the project are available in the Wastewater Capital Fund to complete this request.
Related Strategic Priority:	#4: Place and Mobility. To develop a strong sense of place that recognizes the interconnectedness of people, buildings and public systems (such as transportation, utilities and parks) that best serve the needs of the public.
Recommended Action/Motion:	Motion to: <ul style="list-style-type: none"> ● Authorize General Manager to execute Contract Amendment 1 at a fee of \$9,800 for design of 12th Avenue sewer segment, for a new total contract fee with RJN of \$292,375;

	<ul style="list-style-type: none"> • Authorize General Manager to execute Task Order 1 with Keystone Engineering at a fee of \$66,260.22; • Authorize staff to execute an agreement with Milestone Valuation at a fee of \$5,000; • Authorize total project expenditures of \$405,000, which includes contingency, design, permitting, bidding, construction administration services, and easement acquisition services; and • Approve the related budget amendment.
Prepared By:	Shannon Wilder, Project Manager, City Engineering
Reviewed By:	Bill Millis, Deputy Director City Engineering Monty Karns, Director of City Engineering Paula J. Dennison, Assistant City Manager
Submitted By:	Norman McNickle, City Manager
Attachment(s):	Budget Amendment Area Map