



Legislation Text

File #: 16-534, **Version:** 1

City Council Meeting Date: December 6, 2016

To: Mayor and City Council
City Administrator

From: David E. Bennett, Public Works Director/City Engineer

Consideration to authorize Professional Services for the Transit Hub Phase I Engineering Design and Construction Documents.

Action Requested:

The Northfield City Council authorizes a contract with SEH for Professional Services for the Transit Hub Phase I Engineering Design and Construction Documents.

Summary Report:

The City of Northfield requested proposals from three firms for professional consulting services related to the Save the Northfield Depot building relocation project and adjacent future transit hub site work.

The City received only one proposal back from a qualified firm Short Elliott Hendrickson (SEH) to complete the work. Of the other consulting firms that proposals were sent to, SMSQ indicated they have a busy workload and would be unable to take this project on, and Wendel Companies indicated that this was a more civil engineering type project since the transit hub building itself isn't included with the project.

However, SEH has provided a qualified team of architects, transit engineer, and civil/site engineers to complete the work and the cost for the work is within what was anticipated to perform this work. The City has worked with SEH in the past and staff is confident they can deliver and complete the work.

Staff is recommending that Council approve the professional service contract with SEH in the amount of \$38,877.00.

Alternative Options:

The City has the option not to move forward with this project. There still is an opportunity that Hiawathaland Transit would facilitate development of a transit site in the area in the future.

Financial Impacts:

In July of 2016, Council designated \$150,000 of the TIF #4 fund balance to the Depot project. The professional services for this contract are \$38,877 and are within staff's estimate for this work. As part of the 2017 budget for TIF 4, \$40,000 has been included for this work and will not require a budget amendment.

Upon the completion of Phase 2, a detailed construction cost estimate will be prepared and staff will update council on the construction costs. This will let us know if the remaining \$110,000 of designated dollars will

cover the cost of the improvements.

Tentative Timelines:

- *Authorize Request for Proposal November 1, 2016 - Complete*
- *Proposals Due November 23, 2016 - Complete*
- Proposal Award December 6, 2016
- Phase 1 Complete February 15, 2017
- Phase 2 Complete April 15, 2017
- Phase 3 Complete November 23, 2017