



Legislation Text

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**File #:** 21-314, **Version:** 1

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**City Council Meeting Date:** June 1, 2021

**To:** Mayor and City Council  
City Administrator

**From:** Sean M. Simonson, Engineering Manager  
David E. Bennett, P.E., Public Works Director/City Engineer

**Subject:**

Consider Approving Professional Service Agreement for the 2022 NW Mill and Overlay Improvement Project.

**Action Requested:**

The Northfield City Council approves a Motion for a professional service agreement (Attachment 1) with Short Elliot and Hendrickson (SEH) for City Project (STRT2022-A59) NW Mill and Overlay Improvement Project in the amount of \$440,217.00.

**Summary Report:**

The City of Northfield sent Requests for Proposals (RFP's) (Attachment 2) out to SEH and Bolton and Menk for the proposed project. The proposals were evaluated based on each firm's price, experience with similar projects, project personnel, and ability to deliver a project with the scope below:

- On-Street Bikeway Improvements
- Street/Sidewalk/Trail Design
- Pedestrian Railroad Crossing
- Railroad Crossing measures for future Quiet Zone implementation
- Geotechnical Services
- Construction Services
- Surveying

Staff reviewed the proposals and is recommending SEH be retained for professional services. SEH's proposal demonstrated their extensive background in delivering projects of similar scope to the 2022 NW Mill and Overlay Improvement Project. SEH has also contracted with the City in the past and has been successful at delivering projects for the City of Northfield. Staff received proposals from the following consultants:

1. SEH Inc. - \$440,217 (Attachment 3)
2. Bolton and Menk - \$509,543 (Attachment 4)

**Alternative Options:**

The Council could decide not to enter into a contract with an engineering firm for this project; however, this

may delay the project.

**Financial Impacts:**

The estimated project cost as indicated in the adopted 2021-2025 CIP is \$3,523,818, and this is within the overhead amount allocated for the project.

**Tentative Timelines:**

Attachment 5 is the current Project Process.