



## Legislation Text

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**File #:** 17-962, **Version:** 1

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**City Council Meeting Date:** August 22, 2017

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

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

**Subject:**

Award Engineering Contract - 2018 Division and Seventh Street Reconstruction, Washington Street Mill and Overlay, and Spring Creek Road Reconstruction

**Action Requested:**

The Northfield City Council approves the professional service agreement with Short Elliott Hendrickson (SEH) for City Project (STRT2018-A37) Division and Seventh Street Reconstruction, Washington Street Mill and Overlay, and City Project (STRT2018-A38) Spring Creek Road Reconstruction in the amount of \$366,892.

**Summary Report:**

At the July 11, 2018 City Council meeting, a motion was passed to seek proposals for professional engineering services. Staff received proposals from two firms. The proposals were evaluated based on each firm's price, experience, project personnel, and ability to deliver the project with the scope below:

- Complete streets programming
- Urban landscape design
- Street and utility design
- Construction services
- Geotechnical soil testing and reporting
- Surveying

Staff reviewed the proposals and is recommending SEH be retained for professional services. SEH's proposal demonstrated their extensive background in delivering streetscaping, complete streets, landscaping, for reconstruction projects similar to the City's project. SEH has also contracted with the City in the past and has been successful at delivering projects for the City. A breakdown of each individual project cost is included in Attachment 2.

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|----|-----------------|-----------|
| 1. | SEH Inc.        | \$366,892 |
| 2. | Bolton and Menk | \$395,090 |

**Alternative Options:**

The Council could decide not to enter into a contract with an engineering firm in 2017; however, this would delay project delivery in 2018.

**Financial Impacts:**

The costs associated with the engineering proposal are within the 20% project administration, engineering, and legal costs. The 2018-2022 Draft CIP identifies 20% of project administration, engineering, and legal costs at \$791,654 for both projects (Attachment 2).

**Tentative Timelines:**

Upon approval of the contract, Council will be asked to order preparation of the Feasibility Report at the August 22, 2017 City Council Meeting.