



Legislation Text

File #: 19-1045, **Version:** 1

City Council Meeting Date: August 20, 2019

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 Approval of Professional Service Agreement for the 2020 Mill and Overlay Project Engineering Services.

Action Requested:

The Northfield City Council approves a Motion for a professional service agreement with Bolton and Menk, Inc. for City Project (STRT2020-A45) 2020 Mill and Overlay Project.

Summary Report:

On projects of this size, staff typically solicits requests for proposals from consulting firms for professional services, as was done with the Division and Seventh Street Reconstruction and the Spring Creek Road Reconstruction projects. In this case, due to historic competitive pricing, knowledge and experience, Bolton and Menk, Inc. was selected for this work. Bolton and Menk, Inc. has submitted a proposal for the engineering services, which has been analyzed by staff, and is in line with the Project Administration budget.

Bolton and Menk, Inc. is not the sole source provider of engineering services for the City of Northfield. SEH is also currently providing Engineering Services on multiple City Projects, including the TH 246 and Jefferson Parkway Roundabout Project, and the Historic Depot Project. Bolton and Menk Inc. is also currently under contract for Engineering Services for the 2019 Street Reclamation Project.

Staff is supportive of entering into this agreement to get the project moving forward for a competitive bidding timeline in the winter of 2020.

Alternative Options:

The Council could decide not to enter into a contract with an engineering firm; however, this would delay project delivery in 2020.

Financial Impacts:

The costs associated with the engineering proposal are within the 20% project administration, engineering, and legal costs. The 2020-2024 Draft CIP identifies 20% of project administration, engineering, and legal costs at \$600,000.

Tentative Timelines:

Attachment 2 is the proposed Project Process.