

**AGENDA
CITY COUNCIL
WORK SESSION
CITY OF EAST GRAND FORKS
JUNE 28, 2011
5:00 PM**

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. Boat House/Storage Facility - Andy Magness – Ground UP Adventures
2. 2010 City Project No. 5 – Bikepath Improvements - Griggs Park – Greg Boppre
3. Paving – 14th Ave. SE/11th Ave. SE – Greg Boppre
4. 2011 Street Repair – 2nd St. NW & 3rd St. NW (Sacred Heart Rd) – John Wachter/Greg Boppre
5. 2011 Street Repair – DeMers & 2nd St. NW – John Wachter/Greg Boppre
6. 2011 Turf Repair – John Wachter/Greg Boppre
7. Library Roof Repair – Charlotte Helgeson
8. State of Minnesota Shutdown Implications – Scott Huizenga

ADJOURN

Upcoming Meetings

Regular Meeting – July 5, 2011 – 5:00 PM – Council Chambers

Work Session – July 12, 2011 – 5:00 PM – Training Room

Regular Meeting – July 19, 2011 – 5:00 PM – Council Chambers

Request for Council Action

Date: June 22, 2011

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Henry Tweten, Greg Leigh, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Greg Boppre, P.E.

RE: Plans/Specifications - Griggs Park bike trail

Background:

I would like to file plans and specifications for 2010 City Project No. 5 - Bikepath Improvements in Griggs Park. Therefore, attached please find a drawing of the proposed bikepath route and I will bring the entire plans to the Work Session.

Recommendation:

File plans and specifications and authorize advertising and set bid date.

Enclosures:

Bikepath drawing

Request for Council Action

Date: June 22, 2011

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Henry Tweten, Greg Leigh, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Greg Boppre, P.E.

RE: Paving – 14TH Ave SE/11th Ave SE

Background:

The City received a petition for street improvements on 14th Ave SE, from Greenway Boulevard to 17th Street SE (see attached map). The petition satisfies the 35 percentage requirement for considering improvements. This proposed paving project has been presented at a previous Work Session and the public hearing was held February 2011. Therefore, attached is a revised cost estimate to pave the entire street with concrete is \$307,000.00. The estimated assessment rate for this improvement would be \$205.76/ft or approximately \$16,000 per household. It is assumed the City is paying for the other half of the street, which is \$153,500.

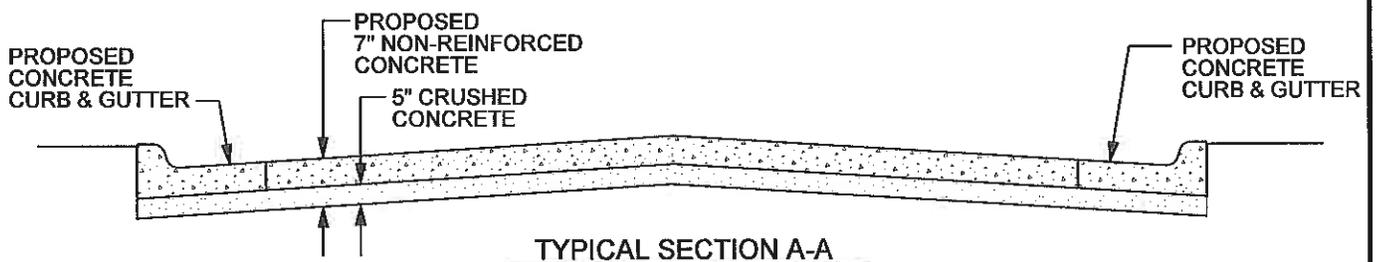
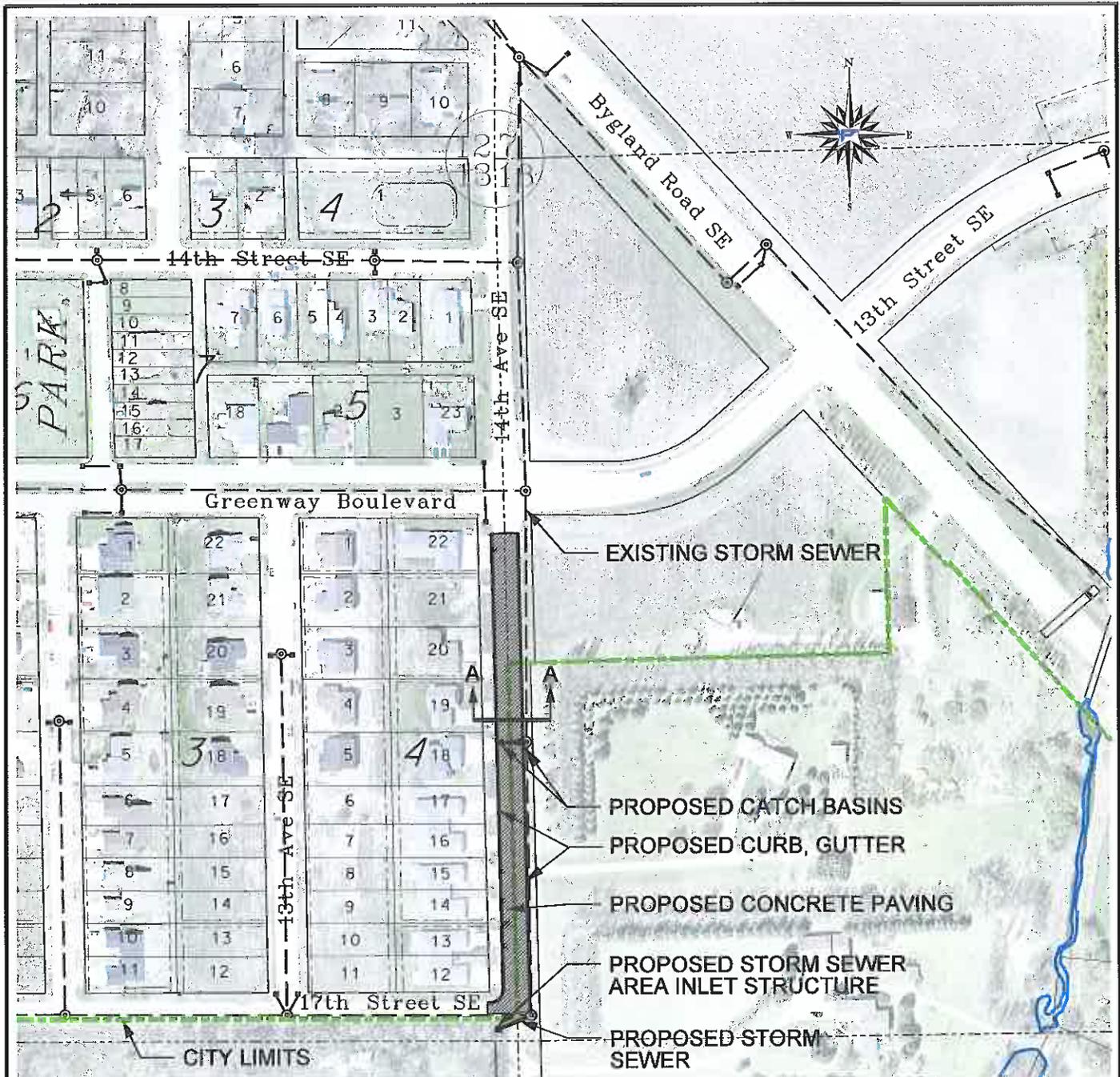
Also, the City is proposing to pave the other half of 11th Ave SE from Greenway Boulevard to 17th Ave SE (see attached map). The cost estimate to perform this work is \$102,337.50 (see attached).

Recommendation:

Authorize plans and specifications

Enclosures:

Maps and estimates



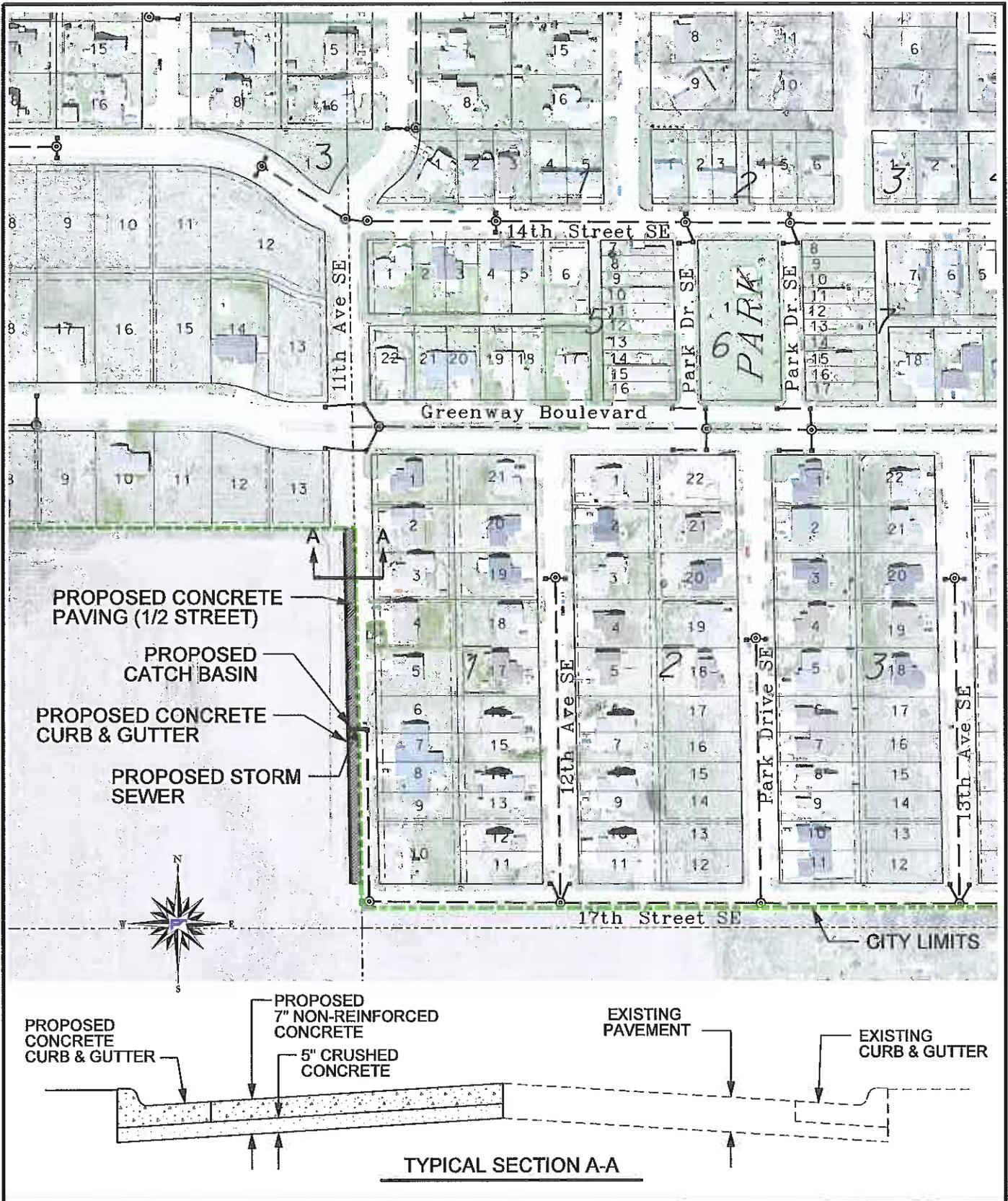
DRAWN BY: _____
 DATE: 6/22/2011
 DGN: 11_14th_ave_se_paving.dgn
 MODEL NAME: construction plan

PROJECT:
**14TH AVENUE SE STREET PAVING
 EAST GRAND FORKS, MINNESOTA**

SHEET:
1 OF 1

STREET RECONSTRUCTION
14TH Ave SE from Greenway Blvd to 17th ST SE(1/2 concrete1/2gravel)
EAST GRAND FORKS

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
2104.501	Remove Pipe Culverts	EA	11	\$300.00	\$3,300.00
2104.505	Remove Bituminous Pavement	SY	50	\$15.00	\$750.00
2104.523	Salvage Sign Panel Type C	EA	4	\$30.00	\$120.00
2104.607	Salvage Aggregate Base	CY	200	\$6.00	\$1,200.00
2105.501	Common Excavation (P)	CY	2,500	\$8.00	\$20,000.00
2105.525	Topsoil Borrow (LV)	CY	150	\$15.00	\$2,250.00
2105.604	Geogrid	SY	2,900	\$4.00	\$11,600.00
2112.604	Subgrade Preparation	SY	2,900	\$2.00	\$5,800.00
2211.607	Aggregate Base	CY	400	\$35.00	\$14,000.00
2301.529	Reinforcement Bars (Epoxy Coated)	LB	1,500	\$3.00	\$4,500.00
2301.604	Concrete Pavement 7.0"	SY	2,400	\$48.00	\$115,200.00
2503.511	12" RCP Storm Sewer	LF	36	\$40.00	\$1,440.00
2503.511	18" RCP Storm Sewer	LF	60	\$60.00	\$3,600.00
2504.602	Adjust Gate Valve & Box	EA	3	\$300.00	\$900.00
2506.516	Casting Assembly, Type A	EA	2	\$1,000.00	\$2,000.00
2506.516	Casting Assembly Type C	EA	1	\$1,200.00	\$1,200.00
2506.602	Install Catch Basin	EA	3	\$3,000.00	\$9,000.00
2506.603	Construct Storm Manhole (48")	LF	10	\$250.00	\$2,500.00
2531.501	Concrete Curb and Gutter, Design B624	LF	1,492	\$20.00	\$29,840.00
2531.507	6" Concrete Driveway Pavement	SY	100	\$50.00	\$5,000.00
2563.601	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2573.530	Storm Drain inlet Protection	EA	4	\$100.00	\$400.00
2575.501	Seeding	SY	3000	\$2.00	\$6,000.00
TOTAL CONSTRUCTION COST					\$245,600.00
EALC					\$61,400.00
TOTAL					\$307,000.00



DRAWN BY: DATE: 6/22/2011 DGN: 11_11th_ave_se_paving.dgn MODEL NAME: construction plan	PROJECT: 11TH AVENUE SE STREET PAVING EAST GRAND FORKS, MINNESOTA	SHEET: 1 OF 1
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STREET RECONSTRUCTION
11TH Ave SE from Greenway Blvd to 17th ST SE(west 1/2 concrete)
EAST GRAND FORKS

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
2104.505	Remove Pavement	SY	50	\$5.00	\$250.00
2104.607	Salvage Aggregate Base	CY	160	\$6.00	\$960.00
2105.501	Common Excavation (P)	CY	200	\$8.00	\$1,600.00
2105.525	Topsoil Borrow (LV)	CY	50	\$15.00	\$750.00
2211.607	Aggregate Base	CY	100	\$35.00	\$3,500.00
2301.529	Reinforcement Bars (Epoxy Coated)	LB	500	\$3.00	\$1,500.00
2301.604	Concrete Pavement 7.0"	SY	1,050	\$48.00	\$50,400.00
2503.511	12" RCP Storm Sewer	LF	36	\$40.00	\$1,440.00
2504.602	Adjust Gate Valve & Box	EA	2	\$300.00	\$600.00
2506.516	Casting Assembly Type C	EA	1	\$1,200.00	\$1,200.00
2506.602	Install Catch Basin	EA	1	\$3,000.00	\$3,000.00
2531.501	Concrete Curb and Gutter, Design B624	LF	606	\$20.00	\$12,120.00
2563.601	Traffic Control	LS	1	\$2,000.00	\$2,000.00
2573.530	Storm Drain inlet Protection	EA	4	\$100.00	\$400.00
2575.501	Seeding	SY	1200	\$2.00	\$2,400.00
TOTAL CONSTRUCTION COST					\$81,870.00
EALC					\$20,467.50
TOTAL					\$102,337.50

Request for Council Action

Date: 6-21-11

To: East Grand Forks City Council, Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Greg Leigh, Mike Pokrzywinski, Henry Tweten, and Ron Vonasek.

Cc: File

From: John Wachter/Greg Boppre

RE: 2011 Street Repair – 2nd St. NW and 3rd St. NW

As part of the ongoing street repair projects Greg Boppre, City Engineer and myself looked at repairs to 2nd Street NW (refer to drawing) between the levee and 3rd Street NW.

We discussed two potential options:

Option #1 Total Replacement.

This is a total replacement of the curb and gutter along with concrete panels. The engineering estimate is \$209,000 (see attached). If this option is approved it will be placed out to bid and brought back to council.

Option #2 Asphalt Overlay.

Replacement of curb and gutter with a 2" asphalt overlay. This option will prolong the life of the street by approximately seven years but in no way eliminates a total panel replacement in the near future. The cost of this will be a little more than the estimated \$50,000 as we will do some other curb repair in the area. If the council approves this option the approval should be for \$60,000. Once approved this work would be scheduled to begin as soon as possible.

Recommendation: Council approve option #2 for 60,000 dollars.

STREET RECONSTRUCTION
3rd Ave NW from 2nd ST. NW to 3rd ST NW
EAST GRAND FORKS

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
2104.501	Remove Curb and Gutter	LF	824	\$5.00	\$4,120.00
2104.505	Remove Concrete Pavement	SY	2105	\$5.00	\$10,525.00
2104.505	Remove Concrete Driveway Pavement	SY	50	\$6.00	\$300.00
2104.511	Sawing Concrete Pavement (Full Depth)	LF	400	\$7.00	\$2,800.00
2105.501	Common Excavation (P)	CY	400	\$6.00	\$2,400.00
2105.525	Topsoil Borrow (LV)	CY	50	\$20.00	\$1,000.00
2112.604	Subgrade Preparation	SY	2,000	\$4.00	\$8,000.00
2211.607	Aggregate Base(8")	CY	500	\$20.00	\$10,000.00
2301.529	Reinforcement Bars (Epoxy Coated)	LB	800	\$3.00	\$2,400.00
2301.604	Bituminous Tack Coat	Gal	10	\$5.00	\$50.00
2301.604	5" Bituminous Pavement	Ton	50	\$100.00	\$5,000.00
2301.604	Concrete Pavement 7.0"	SY	2,005	\$48.00	\$96,240.00
2504.602	Adjust Gate Valve & Box	EA	4	\$300.00	\$1,200.00
2531.501	Concrete Curb and Gutter, Design B624	LF	824	\$15.00	\$12,360.00
2531.507	6" Concrete Driveway Pavement	SY	50	\$50.00	\$2,500.00
2563.601	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2573.530	Storm Drain inlet Protection	EA	3	\$100.00	\$300.00
2575.501	Seeding	SY	500	\$2.00	\$1,000.00
2582.502	4" Broken Line Yellow - Epoxy	LF	450	\$4.00	\$1,800.00
TOTAL CONSTRUCTION COST					\$166,995.00
EALC					\$41,748.75
TOTAL					\$208,743.75



Offices:
Grand Forks, ND
Fargo, ND

Hwy 81 N • P.O. Box 13530 • Grand Forks, ND 58208-3530 • Phone 701-775-3322 • Fax 701-795-7020

QUOTATION
Street Repair - 1st Ave NW near Sacred Heart
City of East Grand Forks
June 14, 2011

Description	QTY	Unit	TOTAL
approx 420' replace curb & overlay street	1	LS	\$ 49,700.00

Clarifications:

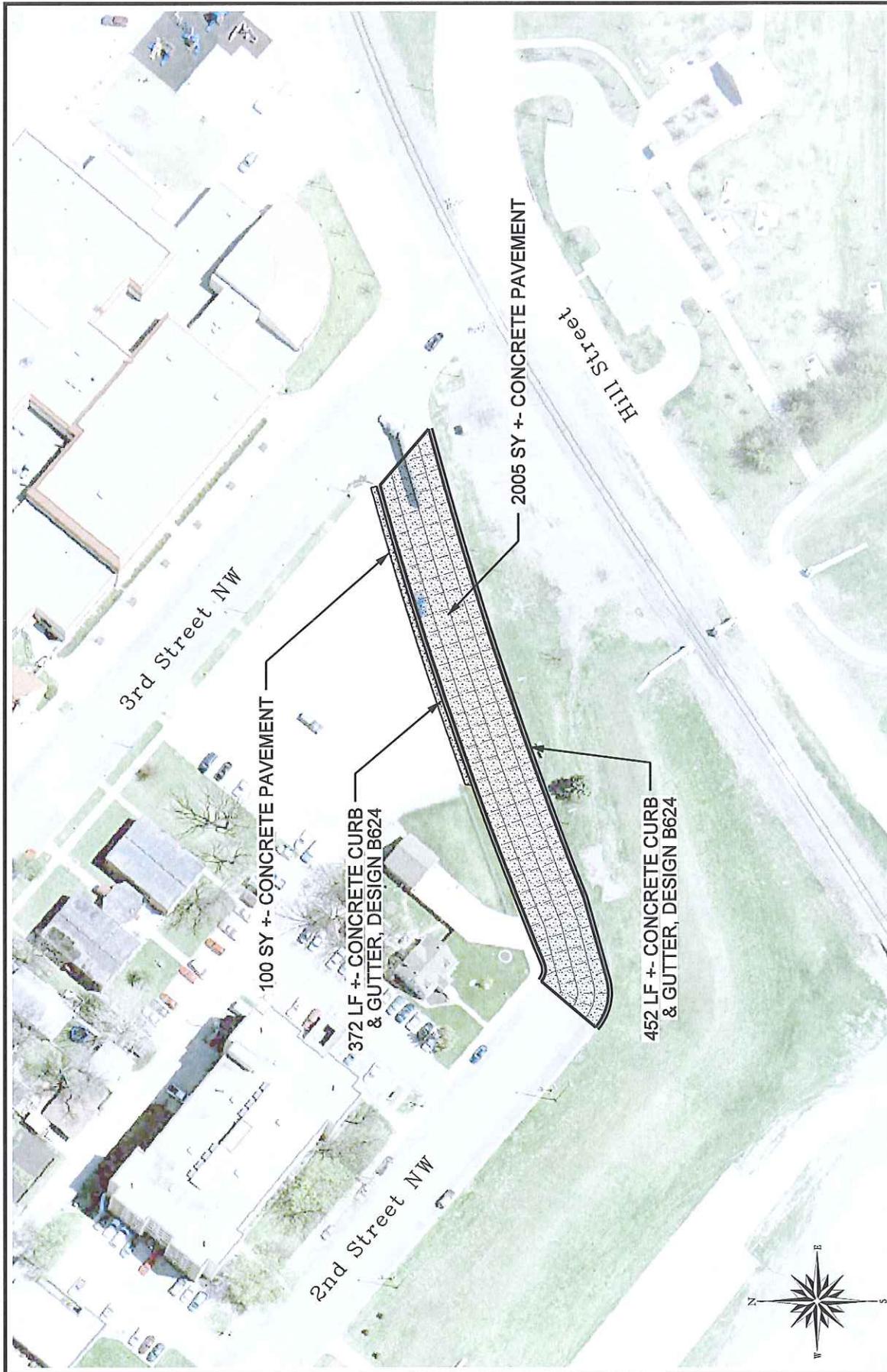
- as per paint on road
- Remove approx 843' curb & gutter
- remove 12" in back of curb at parking lot
- patch back 12" and install expansion joint at back of curb
- mill edge of curb to install asphalt minimum of 1" at curb line
- 2" overlay at crown - super pave mix
- Restore any disturbed turf with hydro seed

All Work to City Specs

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DATE: 6/20/2011	DRAWN BY:	PROJECT	SHEET
DGN: 11_paving_recon_2ndstnw-3rdstnw.DGN	CHECKED BY:	Proposed Street Reconstruction	1 of 1
MODEL NAME: construction_plan	REVISION:	East Grand Forks, Minnesota	
PATH: N:\EGF\proposal-exhibits\11_paving_recon_2ndstnw-3rdstnw.DGN		Between 2nd Street NW & 3rd Street NW	

Request for Council Action

Date: 6-21-11

To: East Grand Forks City Council, Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Greg Leigh, Mike Pokrzywinski, Henry Tweten, and Ron Vonasek.

Cc: File

From: John Wachter/Greg Boppre

RE: 2011 Street Repair – Demers and 2nd St NW

As part of the 2011 Street repair items we need to make significant repairs to the intersection at Demers Ave and 2nd St. NW. Plans and specifications are available for your review at F/S Engineering or at the City Hall Administration office.

This is a State Aid Maintenance project and will be funded by the CIP approved budget for State Aid Maintenance. At this time I do not have quotes, but engineering estimates are \$80,000. I should have, at a minimum, two competitive quotes by the Work Session 6/28/2011.

This item is time sensitive as we will have to do work at the same time that the Army Corps of Engineers sill replacement project is being done at the Demers closure. To complete these projects Demers will be closed for the entirety of the projects.

Recommendation: Approve project for repairs to Demers Avenue and 2nd Street NW to coincide with the repair to the Demers Avenue sill plate.



DRAWN BY: JS
 DATE: 6/21/2011
 DGN: 10cp5_traffic_ctrl.dgn
 MODEL NAME: RCA plan

PROJECT:
 GRIGGS PARK BIKEPATH
 EAST GRAND FORKS, MN

SHEET:
 1 OF 1

Request for Council Action

Date: 6-21-11

To: East Grand Forks City Council, Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Greg Leigh, Mike Pokrzywinski, Henry Tweten, and Ron Vonasek.

Cc: File

From: John Wachter/Greg Boppre

RE: 2011 Turf Repair

During the recent flood event some areas suffered minor turf and soil damage. These areas include the levee, Zavoral Park, and the grass in front of Whitey's and Cabelas along River Street.

I have received a quote from OPP Construction to repair soil, prep areas, hydro seed, water, and mow as needed. The quoted amount was \$17,800 I am requesting Council to approve \$20,000.

Recommendation: Approve the turf repair by OPP Construction for \$20,000.



CONSTRUCTION COMPANY

Offices:
Grand Forks, ND
Fargo, ND

Hwy 81 N • P.O. Box 13530 • Grand Forks, ND 58208-3530 • Phone 701-775-3322 • Fax 701-795-7020

City of East Grand Forks
Levee and Flood Repairs

June 15, 2011

#1 Area West of K4 to Golf Course \$1450.00

Prep and Hydrossed 2 areas and water line. Includes dirt as needed, prep work and hydroseed.

#2 Area south of State Park \$800.00

Repair water damage and low spot by man hole. Includes dirt as needed, prep work and hydroseed.

#3 Area by L8 \$6800.00

Includes repairing of damaged turf by water, overseed thin areas north of lift station to corner of levee to east, hydroseed all seeded areas. Water as needed for up to 30 days.

#4 Area between L9 & L10 \$3250.00

Add soil as needed to water damage area, prep areas and hydroseed.

#5 Frolp Course area to east \$800.00

Add soil as needed to water damage area, prep areas and hydroseed.

#6 Blue moose/Whitey's River Front \$4700.00

Add top soil to grass pavers, prep areas to seed, hydroseed, water for up to 30 days, mow as needed.

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Page 15
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**REQUEST FOR PROPOSALS
for
DESIGN/BUILD SERVICES**

East Grand Forks Campbell Library Partial Roof Replacement Project

I. Introduction

The City of East Grand Forks is seeking proposals from qualified firms/teams interested in providing design/build services to the city.

II. Scope of Services

The City of East Grand Forks intends to replace the existing roof over the meeting room in the East Grand Forks Campbell Library, 422 4th St. NW, East Grand Forks, MN 56721. The City intends to award one Design/Build contract for the design and the construction of the project. The proposed project includes a review of the roof inspection report and condition assessment of the existing roofing system, the comprehensive design of the new roofing system, demolition of defective portions of the existing system and construction of a new roofing system.

Repair of any damage to the exterior of the building caused during construction will be required. The proposed project will also require strict protection of the existing building which must remain in use during construction including the entrances and exits.

The City seeks to retain the most qualified design-build firm/team for the project. The successful firm/team will be responsible for all disciplines required for the design and engineering, cost estimating, construction management and construction services necessary for completion of the project from conceptual design through project closeout.

III. Instructions to Proposers

Proposals must be in writing and must be received by 5 p.m. on August 1, 2011. All proposals, questions and correspondence should be directed to:

Scott Huizenga, City Administrator
East Grand Forks City Hall
600 DeMers Ave.
East Grand Forks, MN 56721

In order to ensure a fair review and selection process, firms/teams submitting proposals are prohibited from contacting any other city staff or council-members regarding these proposals.

IV. Statement of Content of RFP

- A. Title page (name, address, phone, contact person, date)
- B. Table of contents
- C. Statement of the proposal (work, timetable, availability)
- D. Firm/team's Profile
 1. Profile/History
 2. Experience
 3. Client References
- E. Fees and Methods of payment

V. Proposal Evaluation Criteria

- A. **Relevant experience and past performance:** Projects of same or similar type, size, scope and complexity. Number of years and/or projects that reflect this experience. Ability to remain on schedule, cooperate with owner, retain a clean safety record, coordinate trades in a timely manner, maintain minimum number of deficiencies on punch lists, and practice a commitment to excellence in workmanship/professionalism. **25 points**
 - B. **Personnel:** Combined years of experience, qualifications of key staff, resumes of Project Manager and other key staff and oversight plan. **20 points**
 - C. **Management Plan:** Oversight of all services and the coordination of subcontractors and suppliers. Availability of staff to the City. **15 points**
 - D. **References:** Positive references from past same/similar projects. **15 points**
 - E. **Contract Transition Plan:** Start/Completion date. Project duration. **5 points**
 - E. **Cost:** Base price plus any combinations of alternates the City chooses. **20 points**
- POTENTIAL TOTAL: 100 Points**

The proposals will be evaluated by a committee of three (3) or more individuals in accordance with the criteria stated. The firm/team that meets all the mandatory specifications and attains the final highest point score shall be awarded the contract. The selection of the successful firm/team will be made by a consensus of the evaluation committee with the approval of The East Grand Forks City Council.

**VI. Agreement Terms
(NEGOTIATION PROCEDURES, ANY ETHICS POLICIES AND OTHER TERMS THAT THE PROPOSALS MUST MEET)**

VII. Project Timeline

- A. Proposal deadline August 1, 2011
- B. Scope Verification and design started September 1, 2011
- C. Project completion Summer 2012

VIII. Other Information

(This section can cover background information on the city, claims—record information for insurance, or other information that might be important for firms to know when submitting their proposals.)