



DATE: January 21, 2020

TO: Honorable Mayor and City Councilmembers
David Perrault, City Administrator

FROM: Todd Blomstrom, Interim Public Works Director/City Engineer

SUBJECT: 2020 and 2021 Capital Project Delivery

Budgeted Amount:
\$2,882,000

Actual Amount:
N/A

Funding Sources:
TBD

Council Should Consider

City Council direction is requested regarding project delivery work to be conducted by in-house engineering staff and project work that requires assistance by consultants.

Background/Discussion

Staff is requesting an opportunity to discuss the following recommendations with the City Council for completion of projects scheduled for 2020 and 2021.

Asset Management Plan

The City Council previously discussed the need to develop an asset management program during a previous work session in September 2019 to assist the City with long-term management of infrastructure. This process would assemble asset information to assist the City with identifying future improvement projects, estimated costs, and prioritizing capital investments to ensure funding is being invested cost-effectively to maintain city infrastructure. Asset management planning work is recommended for the street system, water distribution system, sanitary sewer system, storm drainage system, park/trail facilities and vehicle/equipment items.

Staff previously discussed the use of a consultant to develop an asset management plan with an estimated cost of approximately \$30,000. Staff is now recommending that the asset management plan be developed in-house by Public Works and Engineering personnel. Plan development would follow the general process depicted in Attachment A. If supported by the City Council, staff would begin work in March 2020, with results available to assist in guiding the annual Capital Improvement Program update for 2021.

2021 Pavement Management Program

The Capital Improvement Program identifies street and utility improvements within the residential area consisting of Jerrold Avenue, Glenpaul Avenue, Edgewater Avenue and Prior Avenue. Roadway improvements along Lake Valentine Road are also included in the proposed project. Construction is scheduled for 2021. Staff strongly recommends an early start for this project to ensure adequate time is available for public engagement, design, state aid approval, and quality control reviews prior to awarding the construction contract. Additional time for quality control review will reduce project delays and the frequency of change orders.

The first step in the project delivery process is to order a feasibility report. Staff is recommending that the feasibility report be completed in-house by engineering staff. Prior to starting work and ordering the feasibility report, staff would discuss the project with the City Council at the March or April work session. If supported by City Council, staff would begin preparation of the feasibility report in April 2020.

2020 Capital Projects

Three of the projects identified in the Capital Improvement Program for the 2020 construction season primarily involve roadway, paving or drainage improvements. The three projects include the Hamline Avenue Pedestrian Crosswalks, City Hall Parking Lot Improvements, and the Shorewood Drive Drainage Improvements.

Each of these projects are relatively small in terms of project bidding. Delivery as independent projects would not be highly efficient. Staff is recommending that the three projects be packaged together under one plan set and bid as a single construction project.

1. Hamline Crosswalks: HR Green completed the design for the Hamline pedestrian crosswalks last fall. Ramsey County dedicated partial funding for the project in December 2019.
2. Shorewood Drive: HR Green has nearly completed the survey and analysis report for the Shorewood Drive drainage improvements. Plan sheets will be needed for construction.
3. City Hall: Soil borings are complete for the City Hall parking lot. Design work and construction plans are needed to obtain bids.

Staff is seeking direction from the City Council if the City Engineer should negotiate a professional services agreement and fee with HR Green to complete a consolidated plan set for the three projects listed above, based on HR Green's current involvement in two of the three projects.

Attachments

Attachment A – Asset Management Process

Attachment B – Capital Improvement Program Project Pages