

**2U. Consideration of approval of a contract amendment to Bolton and Menk, Inc. for a total cost of \$570,000**

<b>Prepared by:</b> City Engineer/Public Works Director	<b>Meeting Date:</b> 8/14/2023	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b>
<b>Reviewed by:</b> Community Development Director, Finance Director	<b>Approved by:</b> City Administrator	

**ACTION REQUESTED**

Authorize a contract amendment with Bolton and Menk, Inc. to provide additional engineering services for the Downtown Roadway and Pedestrian Improvements project for a total cost of \$570,000.

**PREVIOUS COUNCIL ACTION**

- June 13, 2022:** Authorized Bolton and Menk, Inc. to provide engineering services for the Downtown Roadway and Pedestrian improvement project for a total cost of \$241,250.
- September 26, 2022:** Amended the original contract to include additional engineering services for a cost of \$15,800.
- November 14, 2022:** Amended contract to include engineering services for Wright County pavement preservation project and streetscape elements for a cost of \$459,327.
- August 7, 2023:** Adopted Resolution 2023-68 accepting bids and awarding contract to Meyer Contracting, Inc for the Downtown Roadway & Pedestrian Improvements Project in the amount of \$10,790,214.

**REFERENCE AND BACKGROUND**

The Downtown Roadway & Pedestrian Improvements project scope originally included reconnecting Walnut Street to River Street, replacing the watermain along River Street between Walnut and Pine Streets, and modifications to the NW intersection of Broadway and Pine Street.

In late 2022, City Council approved expanding the scope to include Wright County’s pavement preservation project on Broadway Street and associated City costs to address sidewalk maintenance, ADA complaint pedestrian ramps, and streetscape in alignment with the Downtown Small Area Plan.

Since the previous contract amendment, feedback from adjacent property owners, the public, and City Council led to additional project items, which required time and design services by the consulting team. A list of the additional items can be found in the attached letter, including the following significant items:

- Shared parking lot design behind 113 Walnut, 207, 213, and 225 Broadway Street.
- Concept planning for parcel purchased at 200 River Street
- Sanitary Sewer replacement on Walnut and Broadway Streets
- Temporary and permanent easement exhibits
- West Bridge Park additional elements
- Sanitary sewer assessments
- Temporary signal design at Broadway and Hwy 25 as required by MNDOT
- Pedestrian actuated beacons at Maple and Broadway

With a five percent contingency included, the estimated construction cost is \$11,329,725. With this contract amendment, the total estimated engineering cost is \$1,286,377 which would be 11% of the construction contract. The Wright County agreement indicates that they will reimburse engineering at 11% of their portion of project costs.

- I. **Budget Impact:** \$570,000 will be paid from the Capital Projects Fund. The entire project, including construction contract and engineering, will cost \$12,616,102. Of this total, Wright County will pay \$2,666,962, which includes \$2,402,669 for construction costs plus \$264,294 (11% of their contract costs) for engineering. Therefore, the City will pay \$1,022,083 of the \$1,286,377 in engineering costs.
- II. **Staff Workload Impact:** City engineering, community development, finance, parks and recreation, and public works staff are involved in the development and execution of this project.
- III. **Comprehensive Plan Impact:** N/A

#### **STAFF RECOMMENDED ACTION**

Staff recommends approval of the additional engineering services for this project.

#### **SUPPORTING DATA**

- Additional Scope



**BOLTON  
& MENK**

Real People. Real Solutions.

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July 31, 2023

Matt Leonard  
City Engineer / Public Works Director  
Matt.Leonard@ci.monticello.mn.us  
City of Monticello, MN

RE: Downtown Roadway & Pedestrian Improvements - Scope Amendments  
Monticello, MN

Dear Mr. Leonard,

During preliminary and final design of the Downtown Roadway and Pedestrian Improvements project, the scope of the project was modified to include additional items. The following scope of services is included in this amendment.

- Parking Study – Future forecast for parking demand was studied
- Shared parking lot behind 113 Walnut, 207, 213, and 225 Broadway St. (Monticello Family Dentistry, H&R Block area)
  - Concept Plans
  - Design/Plans
  - Building Demo
  - Coordination meetings with City and property owners
  - Utility relocation coordination
- Concept plan for parking lot on SW corner of River St and Walnut (200 River St.)
- Additional Topographic Survey Areas
  - West Bridge Park area for River St. grading, walls, and expansion
  - Walnut St. north of River St. for grade changes and watermain replacement
  - Sanitary Sewer inventories for sewer replacement, including TH 25/Broadway Topo
  - Broadway St. from Locust St. to TH 25 (for full reconstruction scope)
  - Broadway St. each way of Otter Creek Road (for turn lane modifications and median)
  - River St. from Walnut St. to Locust St.
  - Locust St. from River St. to ½ block to the south
- Easement Descriptions
  - Research existing easement in SW corner of Broadway/Pine for MNDOT sidewalk, signal poles, etc.
  - Temp easements – 155 Broadway (Dance studio), 106 Walnut St. (Kjellberg's), 921 Broadway West (for sidewalk)
  - NW corner of Broadway / TH 25
  - Side yard between Block 52 and Mattress Store
- Additional West Bridge Park renderings and modeling

- West Bridge Park additional elements beyond original scope - detailed amphitheater design, tiered retaining walls, ADA sidewalk along River St. Park edge, expanded planting design, irrigation design
- Sanitary sewer design – Broadway from Pine St. to Locust St. and Walnut St. from Broadway to River St.
- Preliminary Engineering Report and Assessment Role for sanitary sewer
- Traffic control and full detour plan on Broadway for full reconstruction from Pine St. to Locust St.
- Traffic control and detour plan on TH 25 at Broadway for sanitary sewer work
- Temporary signal design at 4<sup>th</sup> St. / TH 25
- Temporary signal design at Broadway / TH 25
- Additional signal revision scope at Broadway / TH 25
- Interconnect system design for signals
- Pedestrian Push Button revisions at River St. / TH 25
- Overhead RRFB at Walnut St.
- RRFB at Maple St.
- Parking and accessibility flyer for Block 52 Developer
- Full depth reclamation in lieu of overlay on Broadway
- Lane configuration changes on Broadway at Otter Creek Rd and median for pedestrian refuge
- Traffic analysis and lane configuration changes on Broadway at Walnut St.
- Multiple iterations of Pine St. streetscaping edge
- Discussions and design concepts for alley access between Antique Store and Dance Studio
- Block 52 Parking Lot Circulation and layout including fire apparatus review
- Accommodate requests for added parking - multiple locations and iterations – design changes
- Concrete design on Walnut St. vs. bituminous
- Preliminary design for changing Broadway to eliminate 4 lane section and added bike lanes – changed back to original after 60% plans – signing and striping changes
- Sidewalk on River St. west of Walnut St. and on Locust St. south of River St
- Watermain on Walnut St. north of River St.
- Full reconstruction of River St. from Walnut St. to Locust St., including watermain and storm sewer
- Full reconstruction of River St. from TH 25 to Walnut St.
- Ped Ramps at River St. / TH 25 intersection
- Full reconstruction of Broadway from Locust St. to Pine St.
- Storm sewer on Broadway from Otter Creek Rd to Chestnut St. and along Willow to existing storm sewer
  - Model storm sewer to the north on Willow to evaluate effect of added storm sewer to existing storm sewer
  - Storm sewer to south side of Broadway between Otter Creek Rd and Chestnut
- Added median design scope
- Detailed design for pole-mounted wayfinding signs and kiosk monument signs
- Electrical design items:
  - Food truck receptacles
  - Inventory / inspect commercial electric services for 3 phase / voltage requirements for Xcel OH/UG conversion

Matt Leonard

July 31, 2023

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- Catenary light system and specialty pole design
- Shade structures
- Structural design items
  - Footings for art screen wall
  - Kiosk sign footings
  - Shade structures footings
  - Stone blocks wall
  - Catenary light pole foundations
- Full irrigation design (original scope based on a performance spec with contractor detailed design and submittal)
- Revisions to accommodate additional doors on south side of Block 52 building
- Cost reduction discussions, concepts, and plan changes
  - 60% Design Stage
  - 100% Design Stage
- MnDOT Plan Revisions for TED approvals
- Various meetings and presentations:
  - Public Hearing presentation
  - December special council meeting for lane configuration on Broadway
  - March Council meeting (60% plan review, cost review, cost reductions)
  - Additional weekly design meetings
  - April 3<sup>rd</sup> Council presentations – materials and attendance and cost estimates and splits
- Braun Intertec Items:
  - Geotechnical Report
  - Pre demolition hazardous materials inspection (for shed to be demolished)

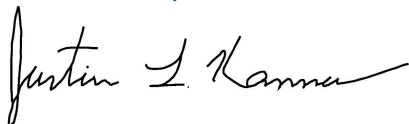
In accordance with the original proposal and our standard hourly fee schedule, the cost for the above-referenced scope of services through bidding is \$495,000.

For construction administration, observation, and staking services, we are assuming a total construction duration of 26 weeks over a 2-year period and an average of 55 hours/week for construction observation time. Based on these assumptions, the total additional fee above previously approved fees for construction services is estimated at \$75,000.

The total contract amendment requested for this additional scope of services is \$570,000. If you have any questions, please contact me at [justin.kannas@bolton-menk.com](mailto:justin.kannas@bolton-menk.com) or 320-905-2704

Sincerely,

**Bolton & Menk, Inc.**



**Justin L. Kannas, PE**  
Principal Engineer