



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, September 14, 2020

5:00 PM

City Hall Council Chambers

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, September 14, 2020 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

Please be aware that the Council has adopted a Meeting Protocol Policy which informs attendees of the Council's desire to conduct meetings in an orderly manner which welcomes all civil input from citizens and interested parties. If you are unaware of the policy, copies (orange color) are available in the wall file by the Council entrance.

PUBLIC FORUM - PLEASE NOTE: If you wish to address the Council under public forum, please call 218-327-8833 during the meeting.

COUNCIL REPORTS

APPROVAL OF MINUTES

20-1295 Consider approving Council minutes for Monday, August 24, 2020 Regular meeting, Monday, August 31, 2020, and Wednesday, September 2, 2020 Special meetings.

Attachments: [August 24, 2020 Regular Meeting](#)
[August 31, 2020 Special Meeting](#)
[September 2, 2020 Special Meeting](#)

VERIFIED CLAIMS

20-1334 Consider approving the verified claims for the period August 18, 2020 to September 7, 2020 in the total amount of \$1,340,427.95.

Attachments: [City Council Bill List 9-14-2020.pdf](#)

CONSENT AGENDA

Any item on the consent agenda shall be removed for consideration by request of any one Councilmember, City staff, or the public and put on the regular agenda for

discussion and consideration.

1. 20-1293 Consider adopting a resolution to authorize closing the Capital Projects Fund-2018 Infrastructure Bonds and transfer part of the remaining balance of approximately \$126,235 to the Capital Project Fund-Municipal State Aid, and \$47,940 to the Capital Project Fund-2021 Infrastructure Fund for CP2020/FD-1.
Attachments: Close Fund 479 transfer to 402 \$126,236

2. 20-1297 Consider issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to Minnesota Mounted Shooters at the Fairgrounds.

3. 20-1304 Consider adopting a resolution approving changes to City Fee Schedule.
Attachments: Fee Schedule Resolution
 2020 Fee Schedule exhibit A

4. 20-1307 Consider adopting a resolution approving grant agreement with the FAA for the GPZ Runway Reconstruction project.
Attachments: Grant Request Letter city
 9-14-20 Resolution Fed Grant
 GPZ-GLG-3-27-0037-024-2020-Grant Agreement encrypted (1)

5. 20-1308 Consider approving a professional services agreement with SEH Inc. for construction services related to the reconstruction of Runway 16/34 at the GPZ Airport.
Attachments: GPZ Runway 16 34 Reconstruction CA Proposal
 Independent Fee Estimate 043020

6. 20-1309 Consider awarding a contract for the 2020 Runway Reconstruction Project at the GPZ Airport
Attachments: Contract Award Recommendation - Runway 16-34 Reconstruction
 Bid Tab

7. 20-1310 Consider approving the hiring of a seasonal part-time employee at the IRA Civic Center.

8. 20-1313 Consider voiding lost Accounts Payable check #137315, issue a new check and waiving bond requirements for check issued to Shawn Graeber, in the amount of \$10.00.
Attachments: Graeber Affidavit of Lost Check.pdf

9. 20-1315 Consider approving change order 1 for CP 2020-5, the Riverside Park Lighting Project
Attachments: CO-0001
 CO-0001

10. 20-1325 Consider the appointment of Drew Kuschel as an Intern in the Grand Rapids Fire Department.

11. [20-1326](#) Consider approving part-time employment list for the 2020-2021 winter maintenance season.

SETTING OF REGULAR AGENDA

This is an opportunity to approve the regular agenda as presented or add/delete by a majority vote of the Council members present an agenda item.

ACKNOWLEDGE BOARDS & COMMISSIONS

12. [20-1323](#) Review and acknowledge approved minutes for Boards & Commissions.
Attachments: [March 10, 2020 - Arts & Culture Commission](#)
[March 11, 2020 - Library Board](#)

FIRE DEPARTMENT

13. [20-1321](#) Consider a resolution awarding Phase 1 of New Fire Hall - 2020, City Project 2020/FD-1

ADMINISTRATION DEPARTMENT

14. [20-1320](#) Consider entering into an agreement with Duane Goodwin to create a sculpture at Riverside Park.
Attachments: [Goodwin Final Agreement](#)

PUBLIC HEARINGS - If you wish to address the Council under public forum, please call 218-327-8833 when the public hearing is opened.

15. [20-1314](#) Conduct a Public Hearing for review and proposed adoption of the 2020-2024 Amended Street Reconstruction Plan and consider authorizing the issuance of General Obligation Street Reconstruction Bonds.
Attachments: [2020-2024 Amended St Recon](#)

FINANCE DEPARTMENT

16. [20-1324](#) Consider approving a resolution adopting the Amended Street Reconstruction Plan for 2020-2024 and authorizing the issuance of General Obligation Street Reconstruction Bonds.
Attachments: [Grand Rapids 2020 GO Street Recon RESOLUTION APPROVING STREE](#)

ADJOURNMENT

NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 28, 2020, AT 5:00 P.M.

NOTE: These times are approximate only and are subject to change. If you are

interested in a topic of discussion you should appear at least 10 minutes before its scheduled time.

Hearing Assistance Available: This facility is equipped with a hearing assistance system.

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1295 **Version:** 1 **Name:** Council Minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 8/25/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider approving Council minutes for Monday, August 24, 2020 Regular meeting, Monday, August 31, 2020, and Wednesday, September 2, 2020 Special meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [August 24, 2020 Regular Meeting](#)
[August 31, 2020 Special Meeting](#)
[September 2, 2020 Special Meeting](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, August 24, 2020 Regular meeting, Monday, August 31, 2020, and Wednesday, September 2, 2020 Special meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, August 24, 2020

5:00 PM

City Hall Council Chambers

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, August 24, 2020 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 4 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Michelle Toven
Absent 1 - Councilor Tasha Connelly

MEETING PROTOCOL POLICY

PUBLIC FORUM - PLEASE NOTE: If you wish to address the Council under public forum, please call 218-327-8833 during the meeting.

None.

COUNCIL REPORTS

Councilor Blake discussed ribbon cuttings for new elementary schools taking place this week.

APPROVAL OF MINUTES

Consider approving Council minutes for Monday, August 10, 2020 Worksession & Regular meetings.

A motion was made by Councilor Dale Christy, second by Councilor Michelle Toven, to approve Council minutes as presented. The motion PASSED by unanimous vote.

VERIFIED CLAIMS

Consider approving the verified claims for the period August 4, 2020 to August 17, 2020 in the total amount of \$908,660.34.

A motion was made by Councilor Rick Blake, second by Councilor Dale Christy,

to approve the verified claims as presented. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Michelle Toven

CONSENT AGENDA

1. Consider adopting a resolution accepting a donation of \$100.00 from David Broberg of Grand Rapids to the Police Department.
Adopted Resolution 20-65 by consent roll call
2. Consider approving temporary liquor license for St. Joseph's Catholic Church, event scheduled for September 12, 2020.
Approved by consent roll call
3. Consider a resolution encouraging the State legislature to pass a bonding bill.
Adopted Resolution 20-66 by consent roll call
4. Consider adopting a resolution accepting a \$10,000 donation from John Berry towards the purchase of a scoreboard at Streetar Field.
Adopted Resolution 20-67 by consent roll call
5. Consider adopting a resolution accepting a donation of \$50.00 from Janet Mattson of Grand Rapids to the Police Department.
Adopted Resolution 20-68 by consent roll call
6. Consider entering into a Sponsorship Contract with Kyle Casey, State Farm Insurance for the sponsorship of a scoreboard at Streetar Field.
Approved by consent roll call
7. Consider adopting a resolution accepting a \$6,000 grant from the Minnesota Board of Firefighter Training and Education for the Grand Rapids Fire Department.
Adopted Resolution 20-69 by consent roll call
8. Consider authorizing staff to solicit quotes and accept and award low quote to Casper Construction for the Great River Acres Storm Basin project in the amount of \$96,226.00.
Approved by consent roll call
- 8a. Consider a request by the Police Department to purchase one (1) K-9 dog and prisoner transportation cage and accessories from Active Dogs LLC for \$5,979.92 for the new 2020 K-9 squad car.

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Michelle Toven, second by Councilor Rick Blake, to approve the Consent agenda as amended to include item 8a. The motion carried by the following vote

- Aye 4 - Councilor Dale Christy
- Mayor Dale Adams
- Councilor Rick Blake
- Councilor Michelle Toven

SETTING OF REGULAR AGENDA

A motion was made by Councilor Dale Christy, second by Councilor Rick Blake, to approve the Regular agenda as presented. The motion PASSED by unanimous vote.

ACKNOWLEDGE BOARDS & COMMISSIONS

- 9. Review and acknowledge minutes for boards and commissions.

Received minutes for Gold Board, PUC and HRA.

Acknowledge Boards and Commissions

DEPARTMENT HEAD REPORT

- 10. Housing & Redevelopment Authority - Diane Larson

Diane Larson, provides overview of the Housing & Redevelopment Authority, including owned housing and number of units, occupancy rates, preservation activity, Covid-19 impact, Merger update, rental assistance program, Aurora Heights update, possible rental assistance transfers and current staffing.

Received and Filed

FIRE DEPARTMENT

- 11. Consider a resolution to approve plans and specifications for pre-cast concrete walls and the use of Best Value Procurement (BVP) for the New Fire Hall.

City Administrator Pagel discusses the goal to complete the new fire hall build by June 1, 2021. Bids will be opened on September 14, 2020, with plans to order pre-cast concrete panels for construction upon Council approval.

A motion was made by Councilor Dale Christy, second by Councilor Michelle Toven, adopting Resolution 20-70 approving plans and specs for pre-cast concrete walls and use of BVP for new fire hall. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Michelle Toven

ADMINISTRATION DEPARTMENT

12. Consider a resolution from Itasca Waters supporting a clean water commitment.

Ed Zabinski, representing Itasca Waters, provides background on Itasca Waters organization and its purpose.

A motion was made by Councilor Rick Blake, second by Councilor Michelle Toven, adopting Resolution 20-71 in support of Itasca Waters clean water commitment. The motion PASSED by unanimous vote.

ADJOURNMENT

A motion was made by Councilor Michelle Toven, second by Councilor Dale Christy, to adjourn the meeting at 5:45 PM. The motion PASSED by unanimous vote.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, August 31, 2020

4:00 PM

City Hall Council Chambers

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Monday, August 31, 2020 at 4:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

Staff present:

Tom Pagel, Barb Baird, Will Richter, Dale Anderson, Matt Wegwerth, Rob Mattei, Travis Cole, Scott Johnson, Erik Scott, Steve Schaar

MEETING PROTOCOL POLICY

VERIFIED CLAIMS

Consider approving the verified claims for the period July 31, 2020 in the total amount of \$35,269.94.

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven, to approve the verified claims as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

CONSENT AGENDA

1. Consider authorizing the purchase of a new entrance sign at the Itasca Calvary Cemetery from Eck Designs, LLC.

Approved by consent roll call

- 2. Consider approving new golf employee

Approved by consent roll call

- 3. Consider adopting a resolution calling for a Public Hearing relating to the issuance of Street Reconstruction Bonds.

Adopted Resolution 20-72 by consent roll call

- 4. Consider adopting a resolution ordering the Feasibility Report for CP 2021-2, 5th Street SW Reconstruction

Adopted Resolution 20-73 by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Michelle Toven, second by Councilor Dale Christy, to approve the Consent agenda as presented. The motion carried by the following vote

- Aye** 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

SETTING OF REGULAR AGENDA

A motion was made by Councilor Dale Christy, second by Councilor Tasha Connelly, to approve the Regular agenda as presented. The motion PASSED by unanimous vote.

ADMINISTRATION DEPARTMENT

- 5. Discuss proposed 2021 Budget

City Administrator Pagel provides review of proposed budget for 2021, calling for a 2.31% increase. Individual department budgets are reviewed by department heads, identifying areas of increase/decrease to specific line items.

Received and Filed

ADJOURNMENT

There being no further business, the meeting adjourned at 5:31 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Wednesday, September 2, 2020

4:00 PM

City Hall Council Chambers

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Monday, September 2, 2020 at 4:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

Staff present:

Tom Pagel, Chad Sterle, Barb Baird, Travis Cole, Erik Scott

1. Consider a resolution approving a contract for Pre-Cast Concrete walls for the new Fire Hall and any necessary PLA agreements.

City Administrator Tom Pagel provided background information regarding the request for proposals sent out for pre-cast concrete in relation to the New Fire Hall project. Three bids were received and based on cost and criteria, staff is recommending approving a contract with Taracon and necessary PLA agreements.

A motion was made by Councilor Dale Christy, second by Councilor Rick Blake, to adopt Resolution 20-74, approving agreement with Taracon for pre-cast concrete and PLA agreements. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven
2. Consider authorizing a payment to Country Sales and Service in the amount of \$4,665.00 and any applicable use tax for the purchase of a Kubota engine.

Mr. Pagel noted that the purchase was authorized at a previous Council meeting, however, the original request neglected to request approval for payment.

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven, to authorize payment to Country Sales and Service for a total of \$4,665.00 and any applicable use tax for the Kubota engine. The motion

carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

ADJOURNMENT

There being no further business, the meeting adjourned at 4:08 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1334 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 9/11/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider approving the verified claims for the period August 18, 2020 to September 7, 2020 in the total amount of \$1,340,427.95.

Sponsors:

Indexes:

Code sections:

Attachments: [City Council Bill List 9-14-2020.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period August 18, 2020 to September 7, 2020 in the total amount of \$1,340,427.95.

Requested City Council Action

Make a motion approving the verified claims for the period August 18, 2020 to September 7, 2020 in the total amount of \$1,340,427.95.

DATE: 09/11/2020
 TIME: 08:28:20
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/14/2020

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
T001339	DARWIN JACOBSON	50.00
	TOTAL	50.00
CITY WIDE		
0114200	ANDERSON GLASS	975.00
0118625	ARROW EMBROIDERY/PHOTO EXPRESS	689.00
0300200	CDW GOVERNMENT INC	1,673.23
0315455	COLE HARDWARE INC	32.99
0501650	EARL F ANDERSEN	2,850.95
0518366	ERICKSON'S ITASCA LUMBER INC	1.00
0601690	FASTENAL COMPANY	4,340.00
1405440	NELCOM CORPORATION	1,280.00
1415377	NORTHERN BUSINESS PRODUCTS INC	1,883.91
1915248	SHI INTERNATIONAL CORP	164,048.82
	TOTAL CITY WIDE	177,774.90
SPECIAL PROJECTS-NON BUDGETED		
1105530	KENNEDY & GRAVEN	176.40
	TOTAL SPECIAL PROJECTS-NON BUDGETED	176.40
ADMINISTRATION		
1215630	LOREN SOLBERG CONSULTING, LLC	1,600.00
1321525	MUNICODE	1,046.00
1415377	NORTHERN BUSINESS PRODUCTS INC	63.33
	TOTAL ADMINISTRATION	2,709.33
BUILDING MAINTENANCE-CITY HALL		
0100010	5 STAR PEST CONTROL &	550.00
0315455	COLE HARDWARE INC	260.40
0920060	ITASCA COUNTY TREASURER	1,710.91
1605665	PERSONNEL DYNAMICS LLC	558.14
1801555	RAPID PEST CONTROL INC	66.00
1901535	SANDSTROM'S INC	210.67
	TOTAL BUILDING MAINTENANCE-CITY HALL	3,356.12
COMMUNITY DEVELOPMENT		

DATE: 09/11/2020
 TIME: 08:28:20
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 09/14/2020

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
COMMUNITY DEVELOPMENT		
0300200	CDW GOVERNMENT INC	430.00
1900225	SEH	1,006.50
TOTAL COMMUNITY DEVELOPMENT		1,436.50
FINANCE		
0715814	GOVERNMENT FINANCE OFFICERS	85.00
TOTAL FINANCE		85.00
FIRE		
0100010	5 STAR PEST CONTROL &	225.00
0112223	ALEX AIR APPARATUS INC	621.91
0315455	COLE HARDWARE INC	43.13
0513235	EMERGENCY RESPONSE SOLUTIONS	481.11
0601690	FASTENAL COMPANY	81.34
TOTAL FIRE		1,452.49
INFORMATION TECHNOLOGY		
1615440	POLICYPAK SOFTWARE	1,449.00
1915248	SHI INTERNATIONAL CORP	1,966.00
TOTAL INFORMATION TECHNOLOGY		3,415.00
PUBLIC WORKS		
0103325	ACHESON TIRE INC	25.00
0104799	ADVANCED SERVICES INC	1,146.00
0113240	AMERICAN PUBLIC WORKS ASSOC	437.50
0121721	AUTO VALUE - GRAND RAPIDS	62.90
0221650	BURGGRAF'S ACE HARDWARE	107.29
0301685	CARQUEST AUTO PARTS	37.30
0305510	CENTRAL LANDSCAPE SUPPLY INC	209.90
0315455	COLE HARDWARE INC	314.14
0400720	D&S STUMP GRINDING LLC	1,425.00
0421125	JOHN P DUBOVICH	390.00
0518366	ERICKSON'S ITASCA LUMBER INC	12.75
0601690	FASTENAL COMPANY	147.41
0801825	HAWKINSON CONSTRUCTION CO INC	1,613.52
0801836	HAWKINSON SAND & GRAVEL	5,691.82
0918550	IRON OAKES FENCE, LLC	450.00
1205110	LEASE LANDSCAPING INC	1,955.98

DATE: 09/11/2020
 TIME: 08:28:20
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 09/14/2020

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
1303039	MCCOY CONSTRUCTION & FORESTRY	3,090.60
1309355	MINNESOTA TORO	164.71
1421155	NUCH'S IN THE CORNER	48.43
1605740	PETROCHOICE HOLDINGS INC	1,998.32
1615427	POKEGAMA LAWN AND SPORT	2,306.73
1618555	PROFESSIONAL TURF & RENOVATION	3,000.00
1621125	PUBLIC UTILITIES COMMISSION	7,576.46
1801615	RAPIDS WELDING SUPPLY INC	16.70
1801899	RAY'S SPORT & CYCLE	84.99
1813125	RMB ENVIRONMENTAL	13.00
1900225	SEH	127.50
1903341	SCHWARTZ REDI-MIX INC	345.00
1908248	SHERWIN-WILLIAMS	312.16
2000522	TNT AGGREGATES, LLC	1,543.00
2018560	TROUT ENTERPRISES INC	550.00
2305453	WESCO RECEIVABLES CORP	932.00
	TOTAL PUBLIC WORKS	36,136.11
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	528.63
	TOTAL FLEET MAINTENANCE	528.63
POLICE		
0103325	ACHESON TIRE INC	25.00
0221650	BURGGRAF'S ACE HARDWARE	80.95
0301685	CARQUEST AUTO PARTS	105.51
0409501	JOHN P. DIMICH	4,583.33
0524225	EXECUTIVE DISTRIBUTORS	889.00
0601346	FAIRVIEW HEALTH SERVICES	678.00
0920055	ITASCA COUNTY RECORDER	20.00
1000075	JP ENTERPRISES INC	4,099.42
1305060	MEDS-1 AMBULANCE SERVICE INC	316.60
1805230	REESE RUBBER STAMP COMPANY	30.00
1920233	STREICHER'S INC	785.91
1920240	CHAD B STERLE	232.50
2000400	T J TOWING	170.00
	TOTAL POLICE	12,016.22
CENTRAL SCHOOL		

DATE: 09/11/2020
 TIME: 08:28:20
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 09/14/2020

VENDOR #	NAME	AMOUNT DUE
CENTRAL SCHOOL		
0218745	ASHLEY BRUBAKER	401.51
0315455	COLE HARDWARE INC	43.95
1605665	PERSONNEL DYNAMICS LLC	297.99
1801555	RAPID PEST CONTROL INC	63.25
2018680	TRU NORTH ELECTRIC LLC	120.00
TOTAL		926.70
AIRPORT		
0112100	ALAMO GROUP COMPANY	899.25
0114200	ANDERSON GLASS	100.00
0221650	BURGGRAF'S ACE HARDWARE	39.99
0315455	COLE HARDWARE INC	143.98
0518366	ERICKSON'S ITASCA LUMBER INC	1,600.00
1608345	PHILS GARAGE DOOR	2,381.50
TOTAL		5,164.72
CIVIC CENTER		
GENERAL ADMINISTRATION		
0104815	ADVANTAGE SYSTEMS GROUP	54.00
0118230	ARENA WAREHOUSE, LLC	3,156.00
0221650	BURGGRAF'S ACE HARDWARE	68.72
0301685	CARQUEST AUTO PARTS	87.50
0315455	COLE HARDWARE INC	2.49
1615423	POKEGAMA ELECTRIC INC	360.00
1901535	SANDSTROM'S INC	540.90
TOTAL GENERAL ADMINISTRATION		4,269.61
STATE HAZ-MAT RESPONSE TEAM		
1801615	RAPIDS WELDING SUPPLY INC	403.75
TOTAL		403.75
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE	100.43
1200500	L&M SUPPLY	5.87
1415590	NORTHWEST GAS	3,577.64

DATE: 09/11/2020
 TIME: 08:28:20
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 09/14/2020

VENDOR #	NAME	AMOUNT DUE

CEMETERY		
1621125	PUBLIC UTILITIES COMMISSION	597.03
	TOTAL	4,280.97
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE SERVICES INC	30.00
0701650	GARTNER REFRIGERATION CO	301.00
1920240	CHAD B STERLE	736.25
	TOTAL	1,067.25
GO RFDG BONDS 2017B		
0508450	EHLERS AND ASSOCIATES INC	2,500.00
	TOTAL	2,500.00
GO IMP REFNDING BONDS-2013A		
0508450	EHLERS AND ASSOCIATES INC	5,000.00
	TOTAL	5,000.00
GO IMPRV RECONST BONDS 2016A		
0508450	EHLERS AND ASSOCIATES INC	3,750.00
	TOTAL	3,750.00
PARK ACQUISITION & DEVELOPMENT		
MS RIVER PARK		
0503422	ECK DESIGN LLC	4,357.50
1900225	SEH	3,299.60
	TOTAL MS RIVER PARK	7,657.10
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-CIVIC CENTER		
0900055	ICS CONSULTING INC	1,250.00

DATE: 09/11/2020
 TIME: 08:28:20
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 09/14/2020

VENDOR #	NAME	AMOUNT DUE

CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-CIVIC CENTER		
	TOTAL CAPITAL OUTLAY-CIVIC CENTER	1,250.00
AIRPORT CAPITAL IMPRV PROJECTS		
	2019 TRK W/SANDING/DEICING EQP	
2015825	MONROE TOWMASTER LLC	128,514.00
	TOTAL 2019 TRK W/SANDING/DEICING EQP	128,514.00
RUNWAY 16/34 RECONSTRUCTION		
1900225	SEH	60,675.00
	TOTAL RUNWAY 16/34 RECONSTRUCTION	60,675.00
GR ARTS & CULTURE CPTL PRJS		
T001222	GREG MUELLER	750.00
T001341	DUANE GOODWIN	750.00
	TOTAL	1,500.00
2019 INFRASTRUCTURE BONDS		
2019-1 GLF COURSE RD UTIL EXT		
1900225	SEH	440.00
	TOTAL 2019-1 GLF COURSE RD UTIL EXT	440.00
2019-2 COHASSET TRAIL		
1900225	SEH	1,273.12
	TOTAL 2019-2 COHASSET TRAIL	1,273.12
2020 INFRASTRUCTURE BONDS		
2019 STREET IMP PROJECT		
0301705	CASPER CONSTRUCTION INC	347,731.34
1900225	SEH	46,768.50
	TOTAL 2019 STREET IMP PROJECT	394,499.84

DATE: 09/11/2020
 TIME: 08:28:20
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 09/14/2020

VENDOR #	NAME	AMOUNT DUE
2021	INFRASTRUCTURE BONDS	
	CP2020/FD-1 NEW FIRE HALL	
1900225	SEH	530.00
	TOTAL CP2020/FD-1 NEW FIRE HALL	530.00
2015-3	HIGHWAY 2 WEST TRAIL	
1900225	SEH	9,435.00
	TOTAL 2015-3 HIGHWAY 2 WEST TRAIL	9,435.00
STORM WATER UTILITY		
0301685	CARQUEST AUTO PARTS	112.87
0401425	DAKOTA SUPPLY GROUP	20.40
0801836	HAWKINSON SAND & GRAVEL	281.40
1303039	MCCOY CONSTRUCTION & FORESTRY	166.78
1621125	PUBLIC UTILITIES COMMISSION	2,200.00
2000522	TNT AGGREGATES, LLC	708.00
	TOTAL	3,489.45
	TOTAL UNPAID TO BE ALLOWED IN THE SUM OF:	\$875,763.21
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0109722	AITKIN COUNTY SHERIFF DEPT	18.00
0305506	CENTRAL BUILDERS	500.00
0305530	CENTURYLINK QC	57.99
0605191	FIDELITY SECURITY LIFE	67.89
0701505	JEREMY GAMBILL	158.00
0718015	GRAND RAPIDS CITY PAYROLL	262,820.53
0718070	GRAND RAPIDS STATE BANK	1,717.46
0801820	HAWK CONSTRUCTION INC	4,700.00
0815440	HOLIDAY STATIONSTORES LLC	264.00
0900060	ICTV	8,033.37
0920055	ITASCA COUNTY RECORDER	46.00
1015342	SCOTT JOHNSON	662.80
1121695	LANCE KUSCHEL	278.75
1201402	LAKE COUNTRY POWER	43.87
1205095	LEAGUE OF MN INSURANCE TRUST	1,000.00
1209516	LINCOLN NATIONAL LIFE	1,516.92
1301146	MARCO TECHNOLOGIES, LLC	88.85
1301220	JAMES T. MARTINETTO	13.23
1305046	MEDIACOM LLC	136.90
1309098	MINNESOTA MN IT SERVICES	439.88
1309145	MN DEPARTMENT OF FINANCE	9.00

DATE: 09/11/2020
 TIME: 08:28:20
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 8

INVOICES DUE ON/BEFORE 09/14/2020

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1309170	MN DEED	1,000.00
1309199	MINNESOTA ENERGY RESOURCES	337.95
1309332	MN STATE RETIREMENT SYSTEM	3,144.00
1309335	MINNESOTA REVENUE	7,468.05
1315650	ANDY MORGAN	28.15
1405435	JEREMY NELSON	152.00
1503151	ODC - MOTOR VEHICLE	2,812.02
1516220	OPERATING ENGINEERS LOCAL #49	112,908.00
1601305	THOMAS J. PAGEL	1,023.09
1601750	PAUL BUNYAN COMMUNICATIONS	666.66
1605734	JON PETERSON	109.99
1621130	P.U.C.	7,854.27
1901820	WILLIAM SAW	152.00
1903555	ERIK SCOTT	43.13
2000100	TASC	30.60
2000490	TDS Metrocom	579.56
2114360	UNITED PARCEL SERVICE	19.28
2114750	UNUM LIFE INSURANCE CO OF AMER	253.79
2205637	VERIZON WIRELESS	35.01
2209705	VISIT GRAND RAPIDS INC	41,091.95
2301700	WM CORPORATE SERVICES, INC	67.07
2309538	ALLEN WINDT	19.00
T001103	COLLEEN NARDONE	4.37
T001107	KATHY KROOK	21.28
T001110	JAMES NARDONE	8.05
T001111	CINDY ECKERT	1.96
T001117	MICHAEL ECKERT	3.86
T001118	EMMET STEMWEDEL	3.45
T001119	EDWARD DUKE	1.73
T001151	ENBRIDGE ENERGY	175.00
T001207	VICKI LORENZ	6.33
T001208	DAVID LORENZ	6.33
T001333	PSD, LLC	2,000.00
T001334	SHEILA BROGGER	25.30
T001335	LAURIE HALLILA	25.30
T001336	CANDICE LUNDIN	9.32
T001337	KATHLEEN THEIS	1.15
T001338	MICHELLE TOVEN	2.30

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF \$464,664.74

TOTAL ALL DEPARTMENTS

\$1,340,427.95



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	20-1293	Version:	3	Name:	Close Fund 479 2018 Infrastructure Bonds
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	8/25/2020	In control:		In control:	City Council
On agenda:	9/14/2020	Final action:		Final action:	
Title:	Consider adopting a resolution to authorize closing the Capital Projects Fund-2018 Infrastructure Bonds and transfer part of the remaining balance of approximately \$126,235 to the Capital Project Fund-Municipal State Aid, and \$47,940 to the Capital Project Fund-2021 Infrastructure Fund for CP2020/FD-1.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Close Fund 479 transfer to 402 \$126,236				

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution to authorize closing the Capital Projects Fund-2018 Infrastructure Bonds and transfer part of the remaining balance of approximately \$126,235 to the Capital Project Fund-Municipal State Aid, and \$47,940 to the Capital Project Fund-2021 Infrastructure Fund for CP2020/FD-1.

Background Information:

In 2018, the City issued \$1,960,000 General Obligation Bonds, Series 2018A for three projects totaling \$2,959,372 million. All of the projects are complete and there is a fund balance remaining of \$174,176. Two of the three projects came in under the feasibility studies. We are recommending transferring \$126,235 of the remaining balance to the Municipal State Aid fund and \$47,940 to the Capital Project fund-2021 Infrastructure for CP2020/FD-1, the new fire hall and close this fund.

Staff Recommendation:

Staff recommends making a motion adopting a resolution to authorize closing the Capital Projects Fund-2018 Infrastructure Bonds and transfer part of the remaining balance of approximately \$126,235 to the Capital Project Fund-Municipal State Aid, and \$47,940 to the Capital Project Fund-2021 Infrastructure Fund for CP2020/FD-1.

Requested City Council Action

Make a motion adopting a resolution to authorize closing the Capital Projects Fund-2018 Infrastructure Bonds and transfer part of the remaining balance of approximately \$126,235 to the Capital Project Fund-Municipal State Aid, and \$47,940 to the Capital Project Fund-2021 Infrastructure Fund for CP2020/FD-1.

Council member introduced the following resolution and moved for its adoption:

RESOLUTION NO. 20-

A RESOLUTION CLOSING FUND (479) CAPITAL PROJECTS FUND 2018 INFRASTRUCTURE BONDS AND TRANSFER PART OF THE REMAINING BALANCE OF APPROXIMATELY \$126,235 TO THE CAPITAL PROJECT FUND-MUNICIPAL STATE AID, AND \$47,940 TO THE CAPITAL PROJECT FUND-2021 INFRASTRUCTURE FUND FOR CP2020/FD-1, THE NEW FIRE HALL

WHEREAS, in 2018, the City issued General Obligation Bonds, Series 2018A for CP2011-3 NE Improvements, 10th Ave NE & Capital Maintenance Improvements-City Hall & Fire Hall, and

WHEREAS, the two of the three project costs came in under the Feasibility Studies, and

WHEREAS, there is a cash balance remaining of approximately \$174,176 in the Capital Project 2018A Infrastructure Bond Fund, and

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes a resolution closing fund (479) Capital Projects Fund 2018 Infrastructure Bonds and transfer part of the remaining balance of approximately \$126,235 to the Capital Project Fund-Municipal State Aid, and \$47,940 to the Capital Project Fund-2021 Infrastructure Fund for CP2020/FD-1, the new fire hall.

Adopted this 14th day of September 2020.

Dale Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

Councilmember seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1297 **Version:** 1 **Name:** Mounted Shooters event
Type: Agenda Item **Status:** Consent Agenda
File created: 8/25/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to Minnesota Mounted Shooters at the Fairgrounds.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to Minnesota Mounted Shooters at the Fairgrounds.

Background Information:

Section 42-42-Firearms, of the City's Municipal Code authorized by a majority vote of the Council the issuing of a Firearms Permit to any association or club to operate a rifle range or other firearms concessions.

Minnesota Mounted Shooters has submitted an application requesting a permit for use and possession of a firearm within the Grand Rapids City Limits. This event will take place September 26th & 27th at the Itasca County Fairgrounds. This is an annual competitive event using black powder without a projectile.

Staff Recommendation:

Authorize permit for annual event.

Requested City Council Action

Make a motion approving Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to Minnesota Mounted Shooters at the Fairgrounds.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1304 **Version:** 1 **Name:** Fee Schedule
Type: Agenda Item **Status:** Consent Agenda
File created: 9/1/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider adopting a resolution approving changes to City Fee Schedule.
Sponsors:
Indexes:
Code sections:
Attachments: [Fee Schedule Resolution](#)
[2020 Fee Schedule exhibit A](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving changes to City Fee Schedule.

Background Information:

The Engineering Department is requesting a change to the Small Wireless Facility Fees as shown in Exhibit A. The current permit application fee is \$1,500/unit and the proposed new fee schedule would be charged at \$1,000/unit for new structures and \$500/unit for existing structures.

Staff Recommendation:

Review proposed changes and authorize fee schedule update.

Requested City Council Action

Make a motion adopting a resolution approving changes to City Wide Fee Schedule.

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 20 -

**A RESOLUTION AMENDING THE GRAND RAPIDS CITY-WIDE FEE SCHEDULE
FOR CITY SERVICES**

WHEREAS, Minnesota Law establishes that all municipalities establish fees that are commensurate with service, and that they be fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed; and

WHEREAS, consistent with Minnesota Law, the Grand Rapids City Council establishes the rates to be applied, or charges for, specific areas of service, provided by the City, through the adoption and periodic amendment of a fee schedule; and

WHEREAS, from time to time, staff reviews the department fee schedule to ensure consistency with fees charged, for City services provided; and

NOW THEREFORE, BE IT RESOLVED, that the Grand Rapids City Council hereby amends the Grand Rapids' City Wide Fee Schedule for City Services as noted in "Exhibit A."

Adopted this 14th day of September, 2020.

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

Councilor seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.

Exhibit A

Small Wireless Facility Fees	
Permit Application Fee	\$1,500/unit \$1,000/unit (new structure); \$500/unit (existing structure)
Collocation Rent	\$175.00 per year per site
Monthly Fee for Electrical Service per radio node less than or equal to 100 max watts	\$73.00 per radio node
Monthly Fee for Electrical Service per radio node over 100 max watts	\$182.00 per radio node
Stormwater Permit Application	
Residential	\$25.00
Commercial/Industrial (0 ac – 1 ac)	\$100.00
Commercial/Industrial (1 ac – 3+ ac)	\$175.00
Commercial/Industrial (3+ ac)	\$300.00
Stormwater Pollution Prevention Deposit	
Residential	\$500.00
Commercial/Industrial	\$1,000.00/\$100,000 or project cost
Stormwater Utility Rates	As of July 1, 2017 As of July 1, 2018
Single-Family	\$6.75 \$7.50
Multi-Family	\$24.67 \$27.41
Commercial	\$37.79 \$41.98
Industrial	\$37.79 \$41.98
Institutional	\$33.51 \$37.24
City Map	\$10.00
Prints:	
24/24	\$3.50 each
24/36	\$5.00 each
36x48	\$10.00



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	20-1307	Version:	1	Name:	GPZ Runway Recon Grant Agreement-FAA
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	9/2/2020	In control:		In control:	City Council
On agenda:	9/14/2020	Final action:		Final action:	
Title:	Consider adopting a resolution approving grant agreement with the FAA for the GPZ Runway Reconstruction project.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Grant Request Letter city 9-14-20 Resolution Fed Grant GPZ-GLG-3-27-0037-024-2020-Grant Agreement encrypted (1)				

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving grant agreement with the FAA for the GPZ Runway Reconstruction project.

Background Information:

The runway reconstruction project is listed on the airports 5-year CIP plan and has been authorized by Council. The City recently received a grant offer from the FAA for this project in the amount of \$4,146,662.71, which is 100% of the project cost. Typical grants from the FAA for airport projects are 90%, but this year the federal government is supplementing grants with CARES monies. The split on the funding is \$3,731,996.44 of FAA entitlement funds and \$414,666.27 of FAA CARES Act funding. This grant covers the reconstruction of the main runway (16/34). The City's portion of the project will be \$0.00. Attached is a copy of the grant agreement for reference. Agreements will be signed electronically.

Staff Recommendation:

City staff recommends approving the grant agreement with the FAA for the GPZ Runway Reconstruction project, in the amount of \$4,146,662.71, and authorizing City Engineer Matt Wegwerth to be the sponsors representative

Requested City Council Action

Make a motion adopting a resolution approving grant agreement with the FAA for the GPZ Runway Reconstruction project, in the amount of \$4,146,662.71, and authorizing City Engineer Matt Wegwerth to be the sponsors representative.



June 9, 2020

RE: Grand Rapids - Itasca County Airport
 2020 Federal Grant Request
 SEH No. GRAIT 154472 14.00

Mr. Don Berre
 Minnesota Department of Transportation
 Office of Aeronautics
 222 East Plato Blvd.
 St. Paul, MN 55107

Dear Mr. Berre:

The City of Grand Rapids is requesting a grant from the Federal Aviation Administration (FAA) for the Itasca County Airport for Federal Fiscal Year 2020. The grant request is for the construction elements associated with the Runway 16/34 Reconstruction project. Associated costs with the project are as follows:

Runway 16/34 Reconstruction Design (SEH)	\$ 242,700.00
Runway 16/34 Reconstruction Construction Administration (SEH)	\$ 499,100.00
Reimbursable Agreement	\$ 9,098.46
Runway 16/34 Reconstruction Construction Base Bid (Hawkinson)	\$ 2,630,711.25
Runway 16/34 Reconstruction Construction Alternate 1 (Hawkinson)	\$ 110,715.00
Runway 16/34 Reconstruction Construction Alternate 2 (Hawkinson)	\$ 154,376.00
Runway 16/34 Reconstruction Construction Alternate 3 (Hawkinson)	\$ 488,962.00
Independent Fee Estimate - Design (HDR)	\$ 3,000.00
Independent Fee Estimate - Construction Administration (HDR)	\$ 3,000.00
City Administrative Costs, estimated (City of Grand Rapids)	\$ 5,000.00
TOTAL FAA PROJECT COSTS	\$ 4,146,662.71

**Awaiting confirmation on cost*

The City of Grand Rapids is requesting federal FAA entitlement participation for this project at 90 percent (\$3,731,996.44), and FAA CARES Act funding for 10 percent (\$414,666.27) for a total grant request of \$4,146,662.71

Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Wegwerth". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Matt Wegwerth, PE
Director of Public Works/City Engineer

n:\cip projects\2021-1 runway reconstruction\correspondence\price cost analysis_city.docx

Council member _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 20-__

**A RESOLUTION APPROVING FEDERAL AVIATION ADMINISTRATION GRANT AGREEMENT # AIP
3-27-0037-024-2020 IN THE AMOUNT OF \$4,146,662.71 FOR THE RECONSTRUCTION OF
RUNWAY 16/34**

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by two-thirds majority of its members; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS,
MINNESOTA:

1. The Federal Aviation Administration has awarded grant agreement #AIP 3-27-0037-024-2020 for the Reconstruction of Runway 16/34 in the amount of \$4,146,662.71

Adopted by the Council this 14th day of September, 2020.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

Council member _____ seconded the foregoing resolution and the following voted in favor thereof: _____; and the following voted against same: _____; whereby the resolution was declared duly passed and adopted.

Embedded Secure Document

The file <https://grandrapids.legistar.com/View.ashx?M=F&ID=8776945&GUID=A705BCB7-115A-404D-BAED-609F3D2905E0> is a secure document that has been embedded in this document. Double click the pushpin to view.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	20-1308	Version:	1	Name:	GPZ Runway Recon_SEH CA proposal
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	9/3/2020	In control:		In control:	City Council
On agenda:	9/14/2020	Final action:		Final action:	
Title:	Consider approving a professional services agreement with SEH Inc. for construction services related to the reconstruction of Runway 16/34 at the GPZ Airport.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	GPZ Runway 16 34 Reconstruction CA Proposal Independent Fee Estimate 043020				

Date	Ver.	Action By	Action	Result
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Consider approving a professional services agreement with SEH Inc. for construction services related to the reconstruction of Runway 16/34 at the GPZ Airport.

Background Information:

Runway 16/34 is the primary runway at Grand Rapids - Itasca County Airport. It is approximately 5,756 feet in length and 100 feet wide. Current bituminous pavement is roughly 20 years old and a recent surface condition assessment indicated that it is reaching the end of its useful life. The airfield electrical and lighting systems are of similar age and are also in need of replacement. Additionally, a gravel road at the southeast end of Runway 34 needs to be relocated as it is within protected runway end airspace surfaces.

The FAA recently offered a grant to the Airport to cover 100% of the project costs. An Independent Fee Evaluation was completed for this project, which estimated the contract should be in the range of \$434,000 to \$500,000. The agreement is on a lump sum basis and totals \$499,100, which falls within the IFE range. The costs are covered 100% by the FAA. The City's share is 0%.

The project schedule has construction set for 2021. Specific work details are defined in the attachment.

Staff Recommendation:

Matt Wegwerth, Public Works Director, recommends approving a professional services agreement with SEH Inc. for construction services related to the reconstruction of Runway 16/34 at the GPZ Airport in the amount of \$499,100.

Requested City Council Action

A motion approving a professional services agreement with SEH Inc. for construction services related to the reconstruction of Runway 16/34 at the GPZ Airport in the amount of \$499,100.

**Contract
Amendment No. 1
Between**

**The City of Grand Rapids, Minnesota (Owner) and
Short Elliott Hendrickson Inc. (SEH) (Consultant)**

Dated: June 22, 2020

The Contract between the Owner and Consultant dated February 10, 2020 shall be amended to include construction administration, observation, and closeout for the 2020 Runway 16/34 Reconstruction at the Grand Rapids – Itasca County Airport (GPZ), Grand Rapids, MN. Specific work elements include reconstruction of Runway 16/34, Taxiway Connectors A1, A2, A3, A4 portions of Runway 5/23, and drain tile improvements.

Unless specifically modified by this Amendment, the original contract provisions remain in effect. A description of the additional services is included in Attachment A.

Compensation by the Owner to the Consultant shall be a lump sum amount of \$499,100.00.

Detailed estimates of labor cost and expenses is enclosed Attachment B.

APPROVED:

**City of Grand Rapids,
Minnesota**

Short Elliott Hendrickson Inc.

Title: _____

Shawn McMahon,
PE

Date

Date

Attest Title: _____

ATTACHMENT A

Grand Rapids – Itasca County Airport (GPZ)

City of Grand Rapids, Minnesota

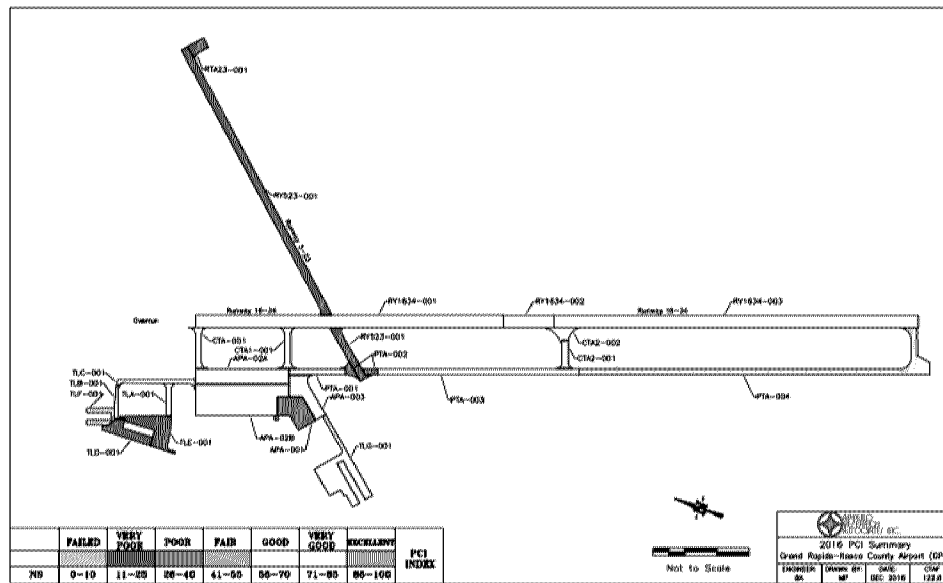
Runway 16/34 Reconstruction

Scope of Work

(Construction Administration, Observation and Closeout)

General – Runway 16/34 is the primary runway at Grand Rapids – Itasca County Airport and is approximately 5,756 feet in length and 100 feet wide. The existing bituminous pavement has been in place for more than 20 years and recent surface condition assessments conducted have indicated that it is reaching the end of its useful life. Additionally, the airfield electrical and lighting systems are of a similar age and in need of replacement.

Specific work items include reconstruction of the pavements identified as RY1634-001, 002, and 003 and taxiway connectors CTA-001, CTA1-001, CT2-001, CTA2-002, and portions of PTA004. The naming convention for these pavements is included in the 2016 Pavement Condition Report for Grand Rapids-Itasca County Airport, created by Applied Research Associates, Inc. In 2016, the runway is generally shown as “good,” however the report recommended rehabilitation within a five-year period.



The reconstruction technique will include reclamation of existing material according to FAA specification P-207, grading, and compaction, with subsequent paving of P401 bituminous material. The airfield edge lighting (alternate 3), threshold lighting (alternate 3), precision approach path indicators (PAPIs) (alternate 1), and runway end identifier lighting system (REILs) for Runway 16 (alternate 3) will also be replaced. Drain tile improvements will also be constructed. After the runway is reconstructed, there will be an additional effort to saw-cut groove the runway according to FAA standards.

One additional component of the project includes relocation of a gravel road at the southeast end of Runway 34. The gravel road is currently within protected runway end

airspace surfaces and requires relocation away from the runway in order to be in compliance with FAA runway design standards.

Specific work elements are as follows:

Reconstruction of the entire length of Runway 16/34 (100 foot width)

1. Associated grading to meet runway design standards, safety areas, and match lines
2. Airfield lighting improvements, including HIRL, REIL, PAPI, and vault modifications (Alternate work)
3. Installation of guidance signs (Alternate work)
4. Portions of taxiway connector removal and replacement
5. Sawcut grooving (Alternate work)
6. Installation of new subsurface drainage and storm sewer network
7. Other miscellaneous and related work

This scope of engineering services includes construction administration, observation and project closeout services, as well as public outreach and project management.

Construction is anticipated to take place in the summer and fall of 2021, with a total working time of approximately 72 calendar days associated with two phases of work. Phase 1, including Phase 1A, (32 days) will include installation of pavement markings and lighting modifications to operate Runway 16/34 in a shortened condition. During Phase 1, the northern quarter of Runway 16/34 will be reconstructed, with Runway 5/23 closed. Phase 2 will include reconstruction of the southern three quarters of runway, with Runway 5/23 in operation. A third phase will include the saw-cut grooving if the alternate is selected. Preparatory work prior to the project initiation and clean up and restoration work following substantial completion are expected to take two weeks for each.

This work will be performed under a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant in accordance with Advisory Circular (AC) 150/5100-14, "Architectural, Engineering and Planning Consulting Services for Airport Grant Projects."

Project Deliverables – The project deliverables of this scope include the following:

1. Construction Administration Services
2. Construction Observation
3. FAA Reporting and Project Closeout
4. Public Outreach and Project Management

This work scope includes:

Work Element 1: Construction Administration Services

Specific tasks included with this work element include:

- Task 1.1 – Scope Development** – SEH will develop the project scope to ensure that necessary aspects of the project are included. Scope development includes coordination with the Sponsor and FAA for scope review, preparation of the final scope, fee proposal development, and contract negotiations. As part of the scope development, SEH will coordinate and

obtain scope and fee estimates for subconsultant work including quality assurance testing and electrical engineering services.

Task 1.2 – Project Administration Services – Office engineering staff, CAD personnel, and administrative staff will assist the construction project team as necessary during construction in response to requests for information, plan or specification clarifications, change orders and other issues that may arise. Other administrative tasks include project set up and invoicing, internal meetings (bi-weekly, ten meetings planned), progress reports, subconsultant coordination and contract management.

Task 1.3 – Construction Management Plan (CMP) – SEH will obtain the Contractor's Quality Control Plan (QCP) and complete a thorough review of the document for completeness. Any recommended revisions or updates will be submitted to the Contractor. Following review of the QCP, SEH will update the draft CMP by extracting data from the QCP and combining it with Sponsor and Engineer information for project responsibilities. A final CMP will be submitted to the Sponsor and FAA for approval.

Task 1.4 – Preparation of Project Files – SEH will develop construction contracts, review Contractor bonding information, and ensure that Sponsor insurance requirements have been met. SEH will coordinate routing and signature of the construction contracts by the GPZ Airport Commission and the Contractor. Plans, contract documents, and technical specifications will be updated to include all addenda items issued during bidding. SEH will ensure that the Contractor is supplied with adequate copies of the construction plans and project manual.

Task 1.5 – Establish Survey Control – SEH will establish the necessary horizontal and vertical control for construction staking for the project. (The Contractor is required to provide the construction staking.)

Task 1.6 – Wetland Determination Staking – SEH will utilize the GPS coordinates gathered as part of the wetland delineation determination completed during Final Design to mark the existing wetlands in advance of any Contractor mobilization to provide guidance to the Contractor for silt fence installation and wetland avoidance. A Certified Wetland Delineator will mark wetlands in the area of the proposed batch plant and Contractor storage limits. The identification of these boundaries will assist in proper erosion control and implementing Best Management Practices (BMP) during construction.

Task 1.7 – Pre-Construction Activities – A coordination meeting will be held in the Fall of 2020 to plan for construction in 2021. The purpose of this meeting is to line up submittals, schedules, and work flow for the 2021 construction season.

A preconstruction meeting will be held prior to the start of construction in the spring or summer of 2021.

SEH will administer the pre-construction meetings, develop the agendas, issue notifications, and record and distribute meeting minutes. Attendees will include the Sponsor, FAA, MnDOT, Contractor, Subcontractors, SEH (Project Manager, Professional Engineer, and RPRs), and subconsultants (electrical engineer and material testing firm). Topics will include; outline and discuss project requirements, administration procedures, airfield closure procedures, runway and taxiway closure requirements, schedules, project responsibilities

and communication, Disadvantaged Business Enterprise (DBE) reporting, Contractor submittals, and other related MnDOT and FAA requirements, as necessary.

Task 1.8 – Shortened Runway Coordination – SEH will design a temporary displaced threshold for operations during Phase 1. This scope of work was not included in the design phase of the project. Work will include the addition of Phase 1A to the project drawings and CSPP submittal. This scope will also include FAA coordination for operations to Runway 16/34 in a shortened condition. This also includes field coordination to verify the runway meets FAA standards prior to opening in a shortened condition.

Task 1.9 – Permit Coordination – SEH will coordinate and review all applicable permits related to the project construction. This includes, at a minimum, the MPCA General Stormwater Permit for Construction Activity.

Task 1.10 – Submittal and Shop Drawing Review – SEH will review product and material data, shop drawings, bituminous material testing and bituminous mix design, material samples, and other items required to be submitted by the Contractor.

Task 1.11 – Progress Meetings – Construction Progress Meetings will be held every other week while construction work is being performed on the airfield. The progress meetings will be attended by SEH staff, including the Project Manager, Professional Engineer, Resident Project Representative(s) (RPR) and other staff as needed or required. It is anticipated that 12 progress meetings will occur during construction activities, preparatory and closeout work.

Task 1.12 – Pre-Paving Conference – A pre-paving conference is required as part of Section 100 “Quality Control Program” in the Project Manual. The pre-paving conference will address Quality Control and Quality Assurance requirements of the project specifications. A pre-paving conference will be held for both bituminous paving operations.

Task 1.13 – Review of Quality Control Testing – All quality control test results performed by the Contractor will be monitored on a daily basis and summarized by SEH. In the event of a failed test result, the Contractor will be required to take corrective action and a retest will be taken until passing results are achieved. SEH will review all quality control testing performed by the Contractor for compliance with the specifications. This will be conducted prior to submission to the FAA. Should any additional testing need to be accomplished, this will be coordinated with the Contractor who will be responsible for completion.

Task 1.14 – Review of Quality Assurance Testing – All quality assurance test results performed by the material testing subconsultant will be monitored on a daily basis and summarized by SEH. In the event of a failed test result, the Contractor will be required to take corrective action and a retest will be taken until passing results are achieved. SEH will review final quality assurance testing for compliance with the specifications. This will be conducted prior to submission to the FAA. Should any additional testing need to be accomplished, this will be coordinated with the subconsultant who will be responsible for completion.

Task 1.15 – Review of Contractor Payroll Forms – SEH will review weekly payroll reporting by the Contractor to ensure that wage rates comply with the

requirements of the federal and state wage rates for the work being performed. The RPR will conduct compliance monitoring of the Contractor's Davis-Bacon Act and DBE contractual obligations, including recording the Contractor/subcontractor employees, type of work being completed, and conducting random interviews.

Task 1.16 – Calculate Construction Quantities – SEH will review quantities with the Contractor on a weekly basis. Any discrepancies or disagreements regarding completed quantities will be resolved in advance of any partial pay application process. Periodic cost estimates will be developed by SEH to ensure compliance with the overall project budget.

Task 1.17 – Pay Applications – SEH will prepare partial pay applications once each month during construction, a final pay application including final agreed upon quantities for all work components, and a pay application releasing retainage to the Contractor once all closeout requirements have been met. Actual completed quantities will be tabulated for use in preparing all pay applications.

Task 1.18 – Daily Reports – SEH will maintain a daily log of the construction activities and maintain construction photos for record keeping purposes.

Task 1.19 – Weekly Reports – SEH will prepare a weekly status report using the FAA's standard form. The report will be developed by the RPR, reviewed by the Project Manager, and submitted to the Sponsor, FAA, and MnDOT via electronic submittal (PDF).

Task 1.20 – Change Orders / Supplemental Agreements – SEH shall review and provide recommendations to the Sponsor of proposed changes to the contract documents, technical specifications and plans. As necessary, SEH will issue supplemental details, design data, drawings and modifications to Contractor for change order pricing. The Project Manager will prepare change orders/supplemental agreements. All Change Orders and Supplemental Agreements require FAA approval prior to being issued. In the case where new materials may be required in addition to those in the bid documents, new bid items will be added to the project and a Request for Pricing from the Contractor will be proposed.

Task 1.21 – Final Inspection and Punchlist – SEH will conduct a final inspection after completion of the project. SEH will issue notifications and prepare a punchlist of any outstanding items requiring correction. A tracking document will be prepared and progress on the punchlist items will be recorded until all issues are resolved.

Task 1.22 – Record Drawings – SEH will utilize Contractor and engineering drawings during construction to complete record drawings for the project. The record drawings will incorporate any modifications or additions/subtractions that occurred during construction. Three (3) final plan sets will be plotted and distributed to the Airport Commission for records. Electronic (PDF) copies of the record drawings will be provided to GPZ, MnDOT and FAA.

Task 1.23 – Final Quality Control / Quality Assurance Summary – SEH will prepare and submit the final QC/QA summary for the project.

Task 1.24 – Final Engineering Report – SEH will prepare a final engineering report which will include a project narrative, testing summaries, change orders showing any modifications that may have occurred during

construction, all project cost information, including administrative expenses, engineering fees, and construction costs, and any other required project data.

**The deliverables associated with Tasks 1.21, 1.22, and 1.23 will be compiled and saved on a CD to be provided to the GPZ, MnDOT, and FAA.*

Task 1.25 – Runway Safety Area (RSA) Inventory Survey – SEH will complete a topographical survey for the RSA associated Runway 16/34 following construction to ensure the RSA meets all FAA criteria required for a Runway Safety Area Determination (RSAD). (See Task 3.5)

Task 1.26 – Update Airport Layout Plan (ALP) – SEH will complete an update to the current GPZ ALP to reflect any as-built conditions.

Task 1.27 – Warranty Inspection Site Visit – SEH will complete a warranty inspection site visit prior to the expiration of the warranty period to identify and document any issues to be resolved by the Contractor as part of the warranty guarantee.

Work Element 2: Construction Observation

Construction is expected to occur during normal construction hours of 6:00 AM until 6:00 PM. To accommodate the scope of the work and the project schedule, construction observation services include providing one RPR on a full-time basis, supplemented by assistance from the Professional Engineer, for 72 calendar days of the project. Additionally, one RPR will be on site on a full-time basis for 8 hours a day for two 5-day work weeks before and after construction for preparatory and final cleanup work (20 days total). It is anticipated that the Professional Engineer will provide periodic construction observation during critical elements of the work, as required (60 hours/month is estimated). An additional RPR will be on site during high work periods such as removals and paving, estimated to be four weeks, 12 hours per day.

Task 2.1 – Construction Observation – SEH will provide daily construction observation for the duration of construction. This project is projected to occur for 72 calendar days during the summer of 2021. RPRs and the Project Manager, according to the schedule above, will be available to assist in ensuring that construction is performed in accordance with contract documents during this time. The RPRs will document and record construction progress through a daily journal. A collective weekly progress report will be developed at the end of the week and submitted to the Sponsor, FAA, MnDOT, and other individuals/organizations as needed (See Task 1.18).

Construction observation will be required for approximately two weeks before the project for mobilization activities in preparation for the project. Following substantial completion, additional observation is anticipated to complete the remaining work items, such as restoration and haul road repair. It is anticipated that one RPR will cover pre- and post-construction contractor activities, for approximately two weeks (10 work days) each.

Further duties of the on-site engineering staff include monitoring the Contractor's schedule, safety plan implementation, security plan compliance, general communication, adherence to technical specifications, and project drawing execution.

This task includes twelve drone flights to observe project conditions and quantity verification.

Task 2.2 – Construction Coordination – The Project Manager will make up to 10 site visits and the Project Engineer will make weekly (11) site visits to the project to assist the onsite engineering staff, review construction activities, and coordinate updates with the Sponsor.

Work Element 3: FAA Reporting and Project Closeout

Task 3.1 – FAA Quarterly Reports - SEH will complete the required FAA quarterly reports starting with grant acceptance through grant closeout.

Task 3.2 – FAA Closeout Report – SEH will complete the required FAA closeout report following completion of the project to reconcile all project related costs and closeout the FAA grant for the work.

Task 3.3 – Project Closeout – SEH will work with the Contractor to ensure that all necessary closeout documents are submitted by the Contractor. These include, but are not limited to, IC-134 documentation, lien waivers, wage rate compliance, and other documentation as identified in the specifications.

Task 3.4 – Disadvantaged Business Enterprise (DBE) Requirements – SEH will review and submit the required documentation to confirm the Contractor’s compliance with the DBE program and goals for this project, or provide evidence of “good faith efforts” to meet DBE requirements.

Task 3.5 –FAA Reimbursable Agreement Coordination – GPZ will be one reimbursable agreement as part of this project. The flight check will commission the REILs for Runway 16, and PAPIs for Runway 16/34. The task includes coordination of the reimbursable agreement, preparing agreement for council approval, completing VGSI worksheet, scheduling the flight, and being on-site for the flight inspection.

Work Element 4: Public Outreach and Project Management – This task includes the public outreach and the overall project management of Work Elements 1 through 3 noted above. Project Management includes administration of the project, agency and Sponsor meetings, airfield user and tenant outreach meetings, and related project administration tasks.

Task 4.1 – City of Grand Rapids Council Meetings –This task includes attendance at monthly GPZ Council meetings to provide project updates to the GPZ City Council. The project will require updates at three (3) meetings.

Task 4.2 – Public Outreach Plan – SEH will a detailed public outreach plan which will identify tenants and users, method of outreach (single meetings, regular meetings, email updates or newsletter), personnel in attendance and information to be shared.

Task 4.3 – GPZ Tenant and User Newsletter – SEH will develop a bi-weekly newsletter to provide updates on construction activities and identify impacts to airport operations. SEH will assist the sponsor with newsletter distribution.

Task 4.4 – Overall Project Management –This task includes project coordination and administration, including Sponsor and agency communication, internal meetings, subconsultant oversight, progress reports, budget updates and monthly invoices.

ATTACHMENT B
ESTIMATED FEES AND EXPENSES
RUNWAY 16/34 RECONSTRUCTION
CONSTRUCTION ADMINISTRATION, OBSERVATION, AND CLOSEOUT
GRAND RAPIDS - ITASCA COUNTY AIRPORT (GPZ)
CITY OF GRAND RAPIDS, MN
Grand Rapids, Minnesota

Task No.	Task Description	Principal	Project Manager	Project Engineer (RPR#1)	Resident Project Representative (RPR#2)	Senior CAD Technician	Survey Crew Chief	Instrument Operator	Aviation Planner	Wetland Scientist	Admin Technician
Construct											
1.1	Scope Development	16	30	0	0	0	0	0	0	0	8
1.2	Project Administration Services	9	60	34	0	0	0	0	0	0	30
1.3	Construction Management Plan (CMP)	0	6	8	4	0	0	0	0	0	2
1.4	Preparation of Project Files	0	4	12	0	10	0	0	0	0	18
1.5	Establish Survey Control	0	0	40	0	0	40	32	0	0	0
1.6	Wetland Determination Staking	0	2	12	0	0	0	0	4	12	0
1.7	Pre-Construction Activities (Preparation and Follow-	8	12	20	10	0	0	0	0	0	8
1.8	Permit Coordination	0	4	8	4	0	0	0	0	0	4
1.9	Submittal and Shop Drawing Review	0	4	8	4	0	0	0	0	0	4
1.10	Progress Meetings	4	8	28	0	0	0	0	0	0	8
1.11	Pre-Paving Conference	0	10	16	0	0	0	0	0	0	0
1.12	Review of Quality Control Testing	0	0	16	0	0	0	0	0	0	4
1.13	Review of Quality Assurance Testing	0	0	12	0	0	0	0	0	0	4
1.14	Review of Contractor Payroll Forms	0	0	30	0	0	0	0	0	0	3
1.15	Calculate Construction Quantities	0	2	22	12	0	0	0	0	0	0
1.16	Pay Applications	2	5	6	0	6	0	0	0	0	8
1.17	Daily Reports	0	0	12	12	0	0	0	0	0	0
1.18	Weekly Reports	0	4	12	12	0	0	0	0	0	0
1.19	Change Orders / Supplemental Agreements	4	20	20	8	0	0	0	0	0	16
1.20	Final Inspection and Punchlist	4	8	6	7	0	0	0	0	0	10
1.21	Record Drawings	0	4	16	8	20	0	0	0	0	4
1.22	Final Quality Control/Quality Assurance Summary	0	2	8	4	0	0	0	0	0	4
1.23	Final Engineering Report	0	2	12	0	0	0	0	4	12	0
1.24	Runway Safety Area (RSA) Inventory Survey	0	4	16	0	0	23	15	4	0	0
1.25	Update Airport Layout Plan (ALP)	0	4	0	0	16	0	0	16	0	0
1.26	Warranty Inspection Site Visit	0	8	8	8	0	0	0	0	0	4
Construct											
2.1	Construction Observation	0	20	65	860	0	0	0	0	0	0
2.2	Construction Coordination	4	40	8	8	0	0	0	0	0	0
Report											
3.1	FAA Quarterly Reports	0	4	20	0	0	0	0	0	0	4
3.2	FAA Closeout Report	4	4	20	0	0	0	0	0	0	16
3.3	Project Closeout	0	4	8	8	0	0	0	0	0	4
3.4	DBE Requirements	0	2	16	0	0	0	0	0	0	4
Outreach											
4.1	Grand Rapids City Meetings	8	20	20	0	0	0	0	0	0	0
4.2	Public Outreach Plan	0	16	24	0	0	0	0	0	0	16
4.3	GPZ Tenant and User Newsletter	0	4	24	8	0	0	0	0	0	4
4.4	Reimbursable Agreement Coordination	0	8	8	0	0	0	0	0	0	0
4.5	Overall Project Management	4	40	0	0	0	0	0	0	0	0
Total hours per labor category		67	365	595	977	52	63	47	28	24	187

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Principal	67	\$76.51	\$5,126.17
Project Manager	365	\$73.58	\$26,856.70
Project Engineer (RPR#1)	595	\$45.18	\$26,882.10
Resident Project Representative (RPR#2)	977	\$40.74	\$39,802.98
Senior CAD Technician	52	\$40.05	\$2,082.60
Survey Crew Chief	63	\$35.00	\$2,205.00
Instrument Operator	47	\$24.00	\$1,128.00
Aviation Planner	28	\$59.83	\$1,675.24
Wetland Scientist	24	\$35.50	\$852.00
Admin Technician	187	\$29.15	\$5,451.05
Total Direct Labor Costs:	2,405		\$112,061.84
Direct Salary Costs plus Overhead			\$192,746.36
Total Labor Costs			\$304,808.20
Fee (15%) on Total Labor Costs:			\$45,721.23

ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Electrical Engineering (Construction Administration) - Subconsultant	1	\$10,300.00	\$10,300.00
Quality Assurance Testing - Subconsultant	1	\$47,298.00	\$47,298.00
Flights	10	\$2,000.00	\$20,000.00
Drone Flights	6	\$1,500.00	\$9,000.00
Employee Mileage	31000	\$0.57	\$17,670.00
Employee Per Diem	120	\$200.00	\$24,000.00
Equipment Charges	2,405	\$3.00	\$7,215.00
Employee Auto Allowance	120	\$16.00	\$1,920.00
Survey Equipment - Total Station	80	\$30.00	\$2,400.00
Survey Equipment - GPS	80	\$30.00	\$2,400.00
Reproductions / Miscellaneous	1	\$6,406.00	\$6,406.00
Total Expenses			\$148,609.00

SUMMARY:

Total Labor Costs + Expenses + Fee	\$499,138.43
Estimated Total	\$499,100.00

April 14, 2020

Proposal QTB118642

Shawn McMahon, PE
SEH, Inc.
535 Vadnais Center Drive
Saint Paul, MN 55110

Re: Proposal for Construction Materials Testing Services
2020 Runway Rehabilitation
Grand Rapids-Itasca County Airport
1500 7th Avenue SE
Grand Rapids, Minnesota

Dear Mr. McMahon:

Braun Intertec Corporation is pleased to submit this proposal to provide construction materials testing services for the runway rehabilitation project at the county airport in Grand Rapids, Minnesota.

Our Understanding of Project

We understand that SEH is coordinating the Runway Rehabilitation Project at the Grand Rapids-Itasca County Airport in Grand Rapids, Minnesota. The project consists of reconstructing the entire Runway 16-34 in late summer of 2021. The project is planned to be completed in multiple segments including, Phase 1, 1A, and Phase 2. The runway will consist of reclaiming existing pavement and aggregate and will include a bituminous pavement section.

Available Information

This proposal was prepared using the following documents and information.

- Project 90% plans and specifications prepared by SEH.
- A Geotechnical Evaluation Report prepared by Braun Intertec under Braun project B2000597, dated February 24, 2020.

Project Approach and Staff Qualifications

Construction Materials Testing

Qualified technicians working under the direction of a professional engineer will provide the services. Experience and certification information is available upon request once we are provided with schedule information. Concrete technicians assigned to the project are ACI Concrete Field Testing Technician – Grade I certified to conduct the required concrete testing. Soil technicians are certified to use a nuclear
AA/EOE

gauge for soil density testing, so test results can be determined on site and evaluated once the required laboratory testing is completed. Field test results will be verbally reported daily to the general contractor on site, with written field and laboratory reports distributed shortly after.

Scope of Services

Services are performed under the direction of a licensed professional engineer, either on a periodic basis, depending on the construction schedule and when they are requested by the general contractor. After reviewing available information to determine compliance with project plans and/or specifications, other design or construction documents, and applicable ASTM and other industry standards, our scope of services for the project will be limited to the tasks defined below.

Soil Related Services

- Perform laboratory mechanical analyses (gradations) of prospective fill materials.
- Perform laboratory Proctor tests to determine the maximum Proctor dry densities and optimum moisture contents of prospective fill materials.
- Test compacted fill placed below pavements and in areas for which compaction specifications have been provided, to determine if the relative compaction was achieved.

Concrete Related Services

- Sample and test the plastic concrete for slump, air content, temperature and prepare test cylinders for laboratory compressive strength testing with ACI level 1 field technicians. We will perform concrete testing on structural items as required by the project specifications.
- Perform laboratory compressive strength testing of the concrete cylinder samples.

Paving Related Services

- Perform full-time bituminous paving observation during placement of bituminous pavement.

Engineering Consulting and Project Communication and Reporting Services

- Provide engineering consulting services, attend project meetings, review test results and observations reports, and prepare required final reports.
- Management, including scheduling of our field personnel and communication with the contractor, owner, and design team.
- Transmit results to the project team on weekly basis to the contractor, owner, fabricators and design team.

Basis of Scope of Work

The costs associated with the proposed scope of services were estimated using the following assumptions. If the construction schedule is modified or the contractor completes the various phases of the project at different frequencies or durations than shown in this proposal, we may need to adjust the overall cost accordingly. The scope of work and number of trips required to perform these services are as shown in the attached table. Notable assumptions in developing our estimate include:

- Project construction to happen during July 12, 2021 and completed prior to September 21, 2021.
- The earthwork phase of the project will be completed on a periodic basis as required.
- We estimated fifteen (15) trips for compaction testing of P-152 subgrade, and P-217 blended base placement.
- We have provided an additional three (3) trips for sample pick up for proctors and gradations of the fill materials placed.
- We estimated six (6) trips for concrete testing of sign bases and cans.
- We have estimated 168 hours of asphalt paving inspection time will be needed to complete this project over several phases of construction. Assumed three (3) trips will be needed.
- We have included time to attend several on & off-site progress meetings throughout the project per your request that include (3) onsite, (3) call in, along with pre construction and design reviews.
- You, or others you may designate, will provide us with current and approved plans and specifications for the project. Modification to these plans must also be sent to us so we can review their incorporation into the work.
- We will require a minimum of 24 hours' notice for scheduling inspections for a specific time. Shorter than 24 hours' notice may impact our ability to perform the requested services, and the associated impacts will be the responsibility of others.

Cost

We will furnish the services described in this proposal for an estimated fee of **\$47,298**. A tabulation showing hourly and unit rates associated with our proposed scope of services is attached. The actual cost of our services will be based on the actual units or hours expended to meet the requirements of the project documents.

This cost estimate was developed with the understanding that the scope of services defined herein will be required and requested during our normal work hours of 7:00 a.m. to 4:00 p.m., Monday through

Friday. Services that we are asked to provide to meet the project requirements or the contractor's construction schedule **outside** our normal work hours will be invoiced using an overtime rate factor. The factor for services provided outside our normal work hours or on Saturday will be 1.25 times the normal hourly rate for the service provided. The factor for services provided on Sunday or legal holidays will be 1.5 times the normal hourly rate for the service provided. You will be billed only for services provided on a time and material basis.

Because our services are directly controlled by the schedule and performance of others, the actual cost may vary from our estimate. Invoices for our services will be based on the actual number of hours provided for the project and the units tested. It is difficult to project all of the services and the quantity of services that may be required for any project. If services are required that are not discussed above, we will provide them at the rates shown in the attached table or, if not shown, at our current Schedule of Charges. We will invoice you on a monthly basis.

General Remarks

We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. After reviewing this proposal, **please sign and return one copy to our office as notification of acceptance and authorization to proceed.** If anything in this proposal is not consistent with your requirements, please let us know immediately. Braun Intertec will not release any written reports until we have received a signed agreement. Also, ordering services from Braun Intertec constitutes acceptance of the terms of this proposal.

The proposed fee is based on the scope of services described and the assumption that our services will be authorized within 30 days and that others will not delay us beyond our proposed schedule.

Our services will be provided under the terms of the Agreement for Professional Services dated July 2, 2008.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Aaron Tast at 320.980.3504 (atast@braunintertec.com).

Sincerely,

BRAUN INTERTEC CORPORATION



Aaron M. Tast
Aviation Account Leader, Senior Project Manager



Shaun W. Seigny, PE
Business Unit Leader

Attachments:
Cost Estimate Table

The proposal is accepted. We will reimburse you in accordance with this agreement, and you are authorized to proceed:

Authorizer's Firm

Authorizer's Signature

Authorizer's Name (please print or type)

Authorizer's Title

Date

Project Proposal

QTB118642

2020 Runway Rehabilitation

Client:

SEH, Inc.
Shawn McMahon
3535 Vadnais Center Dr
Saint Paul, MN 55110

Work Site Address:

1500 7th Avenue SE
Grand Rapids, MN 55744

Service Description:

Construction Materials Testing
Grand Rapids-Itasca County Airport

	Description	Quantity	Units	Unit Price	Extension
Phase 1	CMT				
Activity 1.1	Soils				\$9,425.00
207	Compaction Testing - Nuclear	60.00	Hour	80.00	\$4,800.00
	<i>Work Activity Detail</i>	<i>Qty</i>	<i>Units</i>	<i>Hrs/Unit</i>	<i>Extension</i>
	P217 Blended Base / Granular	15.00	Trips	4.00	60.00
1308	Nuclear moisture-density meter charge, per hour	60.00	Each	15.00	\$900.00
209	Sample pick-up	12.00	Hour	80.00	\$960.00
1162	Sieve Analysis with 200 wash, per sample	6.00	Each	135.00	\$810.00
1318	Moisture Density Relationship (Standard), per sample	5.00	Each	175.00	\$875.00
1861	CMT Trip Charge	18.00	Each	60.00	\$1,080.00
Activity 1.2	Concrete				\$3,648.00
261	Concrete Testing	24.00	Hour	80.00	\$1,920.00
	<i>Work Activity Detail</i>	<i>Qty</i>	<i>Units</i>	<i>Hrs/Unit</i>	<i>Extension</i>
	Misc Concrete Sign bases and cans	6.00	Trips	4.00	24.00
278	Concrete Cylinder Pick up	6.00	Hour	80.00	\$480.00
1364	Compressive strength of concrete cylinders (ASTM C 39),per specimen	24.00	Each	32.00	\$768.00
1861	CMT Trip Charge	8.00	Each	60.00	\$480.00
Activity 1.3	Asphalt				\$22,715.00
222	Bituminous Testing	168.00	Hour	105.00	\$17,640.00
	<i>Work Activity Detail</i>	<i>Qty</i>	<i>Units</i>	<i>Hrs/Unit</i>	<i>Extension</i>
	P-401 Pavement Testing/Test Section	16.00	Trips	10.50	168.00
106	Technician Travel Time	20.00	Hour	100.00	\$2,000.00
1863	Per diem (PAVE)	16.00	Each	150.00	\$2,400.00
1862	PAVE Trip Charge	3.00	Each	225.00	\$675.00
Activity 1.4	Project Oversight & Reports				\$11,510.00
238	Project Assistant	6.00	Hour	80.00	\$480.00
226	Project Manager	6.00	Hour	155.00	\$930.00
228	Senior Project Manager (meetings, review, reports)	20.00	Hour	165.00	\$3,300.00
110	Travel (Site visits)	30.00	Hour	135.00	\$4,050.00
1863	Per diem (site visits, meetings)	3.00	Each	150.00	\$450.00
1856	Vehicle mileage	1,400.00	Each	1.00	\$1,400.00
1230	Final Summary Report	1.00	Each	900.00	\$900.00
Phase 1 Total:					\$47,298.00

Proposal Total:	\$47,298.00
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April 8, 2020

Mr. Shawn McMahon, PE
SHORT, ELLIOTT, HENDRICKSON, INC.
3535 Vadnais Center Drive
St. Paul, Minnesota 55110

**RE: GRAND RAPIDS, MN AIRPORT – RUNWAY 16/34 PROJECT – CONSTRUCTION PHASE
PROPOSAL FOR ELECTRICAL ENGINEERING SERVICES**

Dear Shawn:

Thank you for contacting us regarding construction phase services for Grand Rapids, MN Airport Runway 16/34 project, anticipated for the summer of 2020. We are providing this letter to outline our understanding of the project, our proposed scope of services, and our proposed fees for the design and bid phase of the project.

PROJECT DESCRIPTION

This project consists of the continuation of services of the recently designed Grand Rapids Runway 16/34 project – Phase 3, for the construction phase of the project. Below we outline the proposed scope of services, with associated fees.

SCOPE OF SERVICES

In support of your efforts, Barr proposes to provide the following subconsultant services to Short, Elliott, Hendrickson (SEH):

1. Attend pre-construction meeting in-person, flight provided by SEH air.
2. Shop drawing review.
3. One progress site visit, travel by automobile.
4. Attend up to five (5) progress meetings via teleconference.
5. Provide final inspection, travel by SEH air.
6. As-built drawing review.
7. Respond to RFI's by phone or email as they arise.

PROPOSED FEE

Barr Engineering proposes to provide the outlined scope of services to SEH on an hourly basis to a maximum budget of \$10,300.

Services are billed monthly according to the work completed. Reimbursables such as automobile mileage are included in the total above.

Thank you for the opportunity to present this proposal. We look forward to working with you on this project.

Sincerely,

BARR ENGINEERING CO.



Mark E. Ziemer, P.E.

Senior Electrical Engineer



April 30, 2020

RE: Grand Rapids/Itasca County Airport
Independent Fee Estimate

Mr. Matt Wegwerth
City of Grand Rapids
420 North Pokegama Ave
Grand Rapids, MN 55744

Dear Mr. Wegwerth,

Enclosed is our Independent Fee Estimate of the Construction Administration, Observation and Close Out Services for Reconstruction of Runway 16-34. The estimate is for the AIP eligible portions of the project based on information provided by the City of Grand Rapids and our knowledge of the effort needed to complete the scope of work.

The attached spreadsheet shows estimates of hours per task, subconsultants and professional fees. We are estimating 2,375 hours for the project and a total cost of \$467,000.00. This is 9.7% of the estimated construction cost. I would expect for a project of this size and complexity would have engineering fees in the range of \$434,000 to \$500,000.

If you have questions or wish to discuss the estimate, please contact me at 605.782.8128 or at eric.hanson@hdrinc.com. Thank you for the opportunity to prepare the estimate.

Sincerely,

HDR Engineering Inc.

A handwritten signature in black ink, appearing to read 'Eric Hanson', followed by a horizontal line.

Eric Hanson, PE
enclosure

ATTACHMENT B
ESTIMATED FEES AND EXPENSES
RUNWAY 16/34 RECONSTRUCTION
CONSTRUCTION ADMINISTRATION, OBSERVATION, AND CLOSEOUT
GRAND RAPIDS - ITASCA COUNTY AIRPORT (GPZ)
CITY OF GRAND RAPIDS, MN

Task No.	Task Description	Principal	Project Manager	Project Engineer (RPR#1)	Resident Project Representative (RPR#2)	Senior CAD Technician	Survey Crew Chief	Instrument Operator	Aviation Planner	Wetland Scientist	Admin Technician
Construction Administration											
1.1	Scope Development	2	4								
1.2	Project Administration Services	4	10	24		10			10		10
1.3	Construction Management Plan (CMP)		2	16							
1.4	Preparation of Project Files			8							8
1.5	Establish Survey Control			4			16	16			
1.6	Wetland Determination Staking			4	4					16	
1.7	Pre-Construction Activities (Preparation and Follow-		8	24	8						
1.8	Shortened Runway Condition	2	8	24	16	24	16	16	8		
1.9	Permit Coordination		2	16					8	8	
1.1	Submittal and Shop Drawing Review		8	32	8						
1.11	Progress Meetings	4	12	24	24	8			8	2	2
1.12	Pre-Paving Conference		2	4	4						
1.13	Review of Quality Control Testing			8	12						
1.14	Review of Quality Assurance Testing			8	12						
1.15	Review of Contractor Payroll Forms			4	8						8
1.16	Calculate Construction Quantities		2	8	16						
1.17	Pay Applications		2	8	16						
1.18	Daily Reports		2	12	24						
1.19	Weekly Reports		2	6	12						
1.20	Change Orders / Supplemental Agreements		4	16	8						4
1.21	Final Inspection and Punchlist		8	16	16						4
1.22	Record Drawings		2	8	16	24					
1.23	Final Quality Control/Quality Assurance Summary		2	4							4
1.24	Final Engineering Report		2	16							4
1.25	Runway Safety Area (RSA) Inventory Survey			8			16	16			
1.26	Update Airport Layout Plan (ALP)			8		24			8		
1.27	Warranty Inspection Site Visit			8	8						
Construction Observation											
2.1	Construction Observation			360	700						
2.2	Construction Coordination		80	88							
FAA Reporting and Project Closeout											
3.1	FAA Quarterly Reports		2	4							4
3.2	FAA Closeout Report		4	16	8						24
3.3	Project Closeout			8	4						8
3.4	DBE Requirements			4							8
3.5	FAA Reimbursable Agreement Coordination	1	4	16							8
Public Outreach and Project Management											
4.1	City of Grand Rapids Meetings	6	6	6							
4.2	Public Outreach Plan		2	4					4		8
4.3	GPZ Tenant and User Newsletter			2					4		8
4.4	Overall Project Management	4	8	40							
Total hours per labor category		23	188	866	924	90	48	48	50	26	112

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Principal	23	\$95.00	\$2,185.00
Project Manager	188	\$71.00	\$13,348.00
Project Engineer (RPR#1)	866	\$46.00	\$39,836.00
Resident Project Representative (RPR#2)	924	\$39.00	\$36,036.00
Senior CAD Technician	90	\$41.00	\$3,690.00
Survey Crew Chief	48	\$44.00	\$2,112.00
Instrument Operator	48	\$36.00	\$1,728.00
Aviation Planner	50	\$70.00	\$3,500.00
Wetland Scientist	26	\$32.00	\$832.00
Admin Technician	112	\$24.00	\$2,688.00
Total Direct Labor Costs:	2,375		\$105,955.00
Direct Salary Costs plus Overhead			\$182,242.60
Total Labor Costs			\$288,197.60
Fee (15%) on Total Labor Costs:			\$43,229.64

ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Electrical Engineering (Construction Administration) - Subconsultant	1	\$10,300.00	\$10,300.00
Quality Assurance Testing - Subconsultant	1	\$47,298.00	\$47,298.00
Flights	6	\$2,000.00	\$12,000.00
Drone Flights	12	\$1,500.00	\$18,000.00
Equipment Charges	2,375	\$3.00	\$7,125.00
Employee Mileage	12320	\$0.57	\$7,022.40
Employee Per Diem	120	\$200.00	\$24,000.00
Employee Auto Allowance	120	\$16.00	\$1,920.00
Survey Equipment - Total Station	48	\$30.00	\$1,440.00
Survey Equipment - GPS	48	\$30.00	\$1,440.00
Reproductions / Miscellaneous	1	\$5,000.00	\$5,000.00
Total Expenses			\$135,545.40

SUMMARY:

Total Labor Costs + Expenses + Fee	\$466,972.64
Estimated Total	\$467,000.00



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1309 **Version:** 1 **Name:** GPZ Runway Recon_award
Type: Agenda Item **Status:** Consent Agenda
File created: 9/3/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider awarding a contract for the 2020 Runway Reconstruction Project at the GPZ Airport
Sponsors:
Indexes:
Code sections:
Attachments: [Contract Award Recommendation - Runway 16-34 Reconstruction Bid Tab](#)

Date	Ver.	Action By	Action	Result
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Consider awarding a contract for the 2020 Runway Reconstruction Project at the GPZ Airport

Background Information:

On Tuesday, June 9, 2020, at 10:00 am, bids were opened and publicly read. The following bids were received:

Bidder	Total Bid
Engineers Estimate	\$ 4,391,087.00
Hawkinson Construction	\$ 3,384,764.25

Runway 16/34 is the primary runway at Grand Rapids - Itasca County Airport. It is approximately 5,756 feet in length and 100 feet wide. Current bituminous pavement is roughly 20 years old and a recent surface condition assessment indicated that it is reaching the end of its useful life. The airfield electrical and lighting systems are of similar age and are also in need of replacement. Additionally, a gravel road at the southeast end of Runway 34 needs to be relocated as it is within protected runway end airspace surfaces.

The project was bid with the base bid and 4 alternates. Due to the uncertainty of the grant amount, the project was separated to allow flexibility with the project. The FAA recently offered a grant to the Airport to cover 100% of the project costs. Since the funding covered the entire project, it is recommended to award the base bid and alternates 1, 2 and 3. Alternates 3 and 4 were two separate options for the same work so only one needs to be selected. The City's financial share is 0%.

Staff Recommendation:

City staff recommends awarding the base bid and alternates 1-3 for the 2020 Runway Reconstruction Project, to Hawkinson Construction, in an amount of \$3,384,764.25.

Requested City Council Action

Make a motion awarding the base bid and alternates 1-3 for the 2020 Runway Reconstruction Project, to Hawkinson Construction, in an amount of \$3,384,764.25.



Building a Better World
for All of Us®

MEMORANDUM

TO: Matt Wegwerth, PE
Public Works Director/City Engineer

FROM: Shawn McMahon, PE (Lic. MN, WI, IA, SD)

DATE: September 2, 2020

RE: Runway 16/34 Reconstruction
Construction Contract Award Recommendation
SEH No. GRAIT 154472 14.00

The City of Grand Rapids accepted bids of the Runway 16/34 Reconstruction project for the Itasca County Airport on June 9, 2020.

PROJECT SCOPE

The project scope includes the reconstruction of Runway 16/34, draintile installation, and roadway relocation as a two (2) phase project. During Phase 1 Runway 16/34 will be shortened and Runway 5/23 will be closed. During Phase 2, Runway 16/34 will be closed and Runway 5/23 will be open.

The project was divided into the Base Bid, Alternate 1, Alternate 2, Alternate 3, and Alternate 4. Alternate 1 includes the installation of the Precision Approach Path Indicator (PAPI), Alternate 2 includes the runway and taxiway markings and sawcut grooving, Alternate 3 includes the removal and installation of new electrical lighting, and Alternate 4 includes the reinstallation of electrical lighting in the case that Alternate 3 is not chosen. The base bid includes the construction of the plans without the additional of the elements included in the alternates.

BID RESULTS

On Tuesday, June 9, 2020 at 10:00a.m., the City of Grand Rapids accepted bids from contractors for the Runway 16/34 Reconstruction project. The engineer's estimate for the project was \$3,599,042.00, with an Alternate 1 estimate of \$120,950.00, and Alternate 2 estimate of \$177,625.00, an Alternate 3 estimate of \$493,470.00, and an Alternate 4 estimate of \$1,600.00. The full bid tabulation is attached to the memorandum. One (1) bid was submitted, with the following results:

Contractor	Base Bid	Alt. 1	Alt. 2	Alt. 3	Alt. 4
Hawkinson Constr. Co. Inc.	\$2,630,711.25	\$110,715.00	\$154,376.00	\$488,962.00	\$4,800.00
<i>Engineer's Estimate</i>	<i>\$3,599,042.00</i>	<i>\$120,950.00</i>	<i>\$177,625.00</i>	<i>\$493,470.00</i>	<i>\$1,600.00</i>

SEH RECOMMENDATION:

Based on the company reputation of Hawkinson Construction Co. Inc., it is our recommendation the City of Grand Rapids/Itasca County award the Runway 16/34 Reconstruction project to Hawkinson Construction Co. Inc., contingent on receipt of the FAA and MnDOT Aeronautics grants. It is our recommendation to award the base bid contract, Alternate 1, Alternate 2, and Alternate 3. Alternate 4 is not required, due to Alternate 3 (lighting replacement) being selected.

In reliance on our experience with all of the contractor's and information provided in the bid packages, we have determined that 1) they have a sufficient understanding of the project and equipment to perform the construction for which it bid; and 2) according to their bonding agent they presently have the financial ability to complete the project bid. SEH makes no representation or warranty as to the actual financial viability of the contractor or its ability of complete the work.

PROJECT COST SUMMARY:

The following table are the costs of the project components for this year's FAA grant:

Runway 16/34 Reconstruction Design (SEH)	\$ 242,700.00
Runway 16/34 Reconstruction Construction Administration (SEH)	\$ 499,100.00
Reimbursable Agreement	\$ 9,098.46
Runway 16/34 Reconstruction Construction Base Bid (Hawkinson)	\$ 2,630,711.25
Runway 16/34 Reconstruction Construction Alternate 1 (Hawkinson)	\$ 110,715.00
Runway 16/34 Reconstruction Construction Alternate 2 (Hawkinson)	\$ 154,376.00
Runway 16/34 Reconstruction Construction Alternate 3 (Hawkinson)	\$ 488,962.00
<u>City Administrative Costs (City of Grand Rapids)</u>	<u>\$ 5,000.00</u>
TOTAL PROJECT COSTS	\$ 4,140,662.71

Funding for the project will be provided by the FAA. An FAA entitlement grant will provide 90 percent of the project funding. The project will also be supplemented with an additional 10 percent CARES Act funding grant, resulting in a zero percent local share.

PROJECT SCHEDULE

The FAA grant application is required to be submitted by June 15, 2020. It is expected the City will receive the grant in September, with construction occurring in 2021.

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TABULATION OF BIDS

Runway 16/34 Reconstruction
 Grand Rapids - Itasca County Airport
 SEH No.: GRAIT 154472
 Bid Date: 2:00 p.m., Thursday, May 14, 2020

Engineer's Estimate
 \$4,392,687.00

Hawkinson Construction Co. Inc.
 501 West County Road #63
 Grand Rapids, MN 55744
 \$3,389,564.25

Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price
50-06	CONSTRUCTION LAYOUT AND STAKING	LS	1	\$40,000.00	\$40,000.00	\$29,800.00	\$29,800.00
50-11	CONSTRUCTION AND RESTORATION OF HAUL	LS	1	50,000.00	50,000.00	17,757.50	17,757.50
60-05	FIELD OFFICE	LS	1	10,000.00	10,000.00	5,550.00	5,550.00
70-08	TRAFFIC CONTROL	LS	1	15,000.00	15,000.00	59,250.00	59,250.00
C-100-5.1	CONTRACTOR QUALITY CONTROL PLAN	LS	1	30,000.00	30,000.00	2,250.00	2,250.00
C-102-5.1	ROCK CONSTRUCTION ENTRANCE	EA	4	3,000.00	12,000.00	1,350.00	5,400.00
C-102-5.2	SILT FENCE, TYPE PREASSEMBLED (INCLUDES	LF	16,000	1.50	24,000.00	2.00	32,000.00
C-102-5.3	FILTER LOG, TYPE WOOD FIBER BIOLOG	LF	990	3.50	3,465.00	4.00	3,960.00
C-105.5.1	MOBILIZATION	LS	1	250,000.00	250,000.00	222,300.00	222,300.00
F-164- 5.1	MODIFY FENCE AND INSTALL GATE (ONE	LS	1	6,000.00	6,000.00	3,000.00	3,000.00
L-108-5.1	NO. 8 AWG, 5KV CABLE, DIRECT BURIED	LF	500	1.50	750.00	2.50	1,250.00
L-110-5.1	DIRECTIONAL BORE, 1-CELL 3-INCH DUCT, RIGID	LF	120	30.00	3,600.00	25.00	3,000.00
L-125-5.2	COVER EXSITING EDGE BASE CAN (TEMP	EA	2	2,000.00	4,000.00	130.00	260.00
L-125-5.3	REPLACE EXISTING HIRL GLOBE WITH NEW WHITE	EA	2	500.00	1,000.00	185.00	370.00
L-125-5.4	RELOCATE THRESHOLD LIGHTS ON TEMP STAKE	EA	8	2,000.00	16,000.00	330.00	2,640.00
L-125-5.5	RAISE EXISTING HAND HOLE COVER WITH	EA	1	1,000.00	1,000.00	710.00	710.00
L-125-5.6	ELECTRICAL GENERAL CONDITIONS	LS	1	1,000.00	1,000.00	1,500.00	1,500.00
P-101-5.1	PAVEMENT MARKING REMOVAL	SF	15,000	1.00	15,000.00	1.14	17,100.00
P-101-5.2	SAW CUTTING, FULL DEPTH	LF	390	3.50	1,365.00	2.15	838.50
P-101-5.3	REMOVE GUIDANCE SIGNS	EA	10	200.00	2,000.00	180.00	1,800.00
P-101-5.4	PAVEMENT REMOVAL (4-6")	SY	5,600	8.00	44,800.00	2.00	11,200.00
P-153	CONTROLLED LOW STRENGTH MATERIAL	CY	110	200.00	22,000.00	200.00	22,000.00
P-152-5.1	UNCLASSIFIED EXCAVATION (EV)	CY	26,650	12.00	319,800.00	2.95	78,617.50
P-152-5.2	SUBGRADE EXCAVATION (EV)	CY	1,000	25.00	25,000.00	14.00	14,000.00
P-152-5.3	RIP RAP CLASS IV	CY	280	80.00	22,400.00	62.00	17,360.00
P-154-5.1	GRANULAR MATERIAL	CY	1,000	20.00	20,000.00	18.00	18,000.00
P-154-5.1	ROAD RELOCATION	LS	1	20,000.00	20,000.00	3,500.00	3,500.00
P-207	RECLAIM BITUMINOUS PAVEMENT AND EXISTING	SY	78,100	3.00	234,300.00	2.40	187,440.00
P-401-8.1	BITUMINOUS SURFACE COURSE (P-401)	TON	9,340	74.00	691,160.00	64.40	601,496.00
P-401-8.2	BITUMINOUS BASE COURSE (P-401)	TON	14,100	71.00	1,001,100.00	51.40	724,740.00
P603-5.1	BITUMINOUS TACK COAT	GAL	12,149	3.00	36,447.00	3.25	39,484.25



TABULATION OF BIDS

Runway 16/34 Reconstruction
 Grand Rapids - Itasca County Airport
 SEH No.: GRAIT 154472
 Bid Date: 2:00 p.m., Thursday, May 14, 2020

Engineer's Estimate
 \$4,392,687.00

Hawkinson Construction Co. Inc.
 501 West County Road #63
 Grand Rapids, MN 55744
 \$3,389,564.25

Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price
P-605	SAWED CONTROL JOINT	LF	15,700	5.00	78,500.00	2.48	38,936.00
P-620-5.1	RUNWAY AND TAXIWAY MARKING, YELLOW	SF	4,280	1.50	6,420.00	0.75	3,210.00
P-620-5.2	RUNWAY AND TAXIWAY MARKING, YELLOW (TEMP)	SF	1,590	1.00	1,590.00	0.80	1,272.00
P-620-5.3	RUNWAY AND TAXIWAY MARKING, WHITE	SF	49,250	1.50	73,875.00	0.75	36,937.50
P-620-5.4	RUNWAY AND TAXIWAY MARKING, WHITE (TEMP)	SF	3,940	1.00	3,940.00	0.80	3,152.00
P-620-5.5	REFLECTIVE MEDIA	LB	3,260	0.50	1,630.00	5.00	16,300.00
D-705-5.1	DRAINTILE (6" PERFORATED)	LF	14,800	10.00	148,000.00	4.70	69,560.00
D-705-5.2	DRAINTILE (SDR35 PVC PIPE)	LF	4,050	20.00	81,000.00	5.10	20,655.00
D-705-5.3	DRAINTILE INSPECTION PIT	EA	47	3,000.00	141,000.00	2,750.00	129,250.00
D-705-5.4	GRANULAR BACKFILL (MNDOT 3149.H COURSE)	CY	2,880	30.00	86,400.00	40.00	115,200.00
D-752-5.1	DRAINTILE CONCRETE HEADWALL	EA	14	500.00	7,000.00	300.00	4,200.00
T-901-5.1	SEEDING, FERTILIZATION MULCH, STABILIZATION	ACRE	9	2,500.00	22,500.00	3,985.00	35,865.00
T-905	TOPSOIL (IMPORTED)	CY	600	40.00	24,000.00	46.00	27,600.00
TOTAL BASE BID PRICE				3,599,042.00		2,630,711.25	

Alternate 1

L-108-5.2	NO. 8 AWG, 5KV CABLE, INSTALLED IN DUCT BANK	LF	15,300	1.50	22,950.00	1.25	19,125.00
L-125-5.6	4 BOX PAPI (PER SET)	EA	2	45,000.00	90,000.00	39,750.00	79,500.00
L-125-5.7	REGULATOR 7.5 KW (VAULT)	EA	1	8,000.00	8,000.00	12,090.00	12,090.00
TOTAL ALTERNATE 1 PRICE				120,950.00		110,715.00	

Alternate 2

P-621-5.1	SAWCUT GROOVING	SY	51,150	2.50	127,875.00	2.24	114,576.00
P-620-5.2	RUNWAY AND TAXIWAY MARKING, YELLOW (TEMP)	SF	49,250	1.00	49,250.00	0.80	39,400.00
P-620-5.3	RUNWAY AND TAXIWAY MARKING, WHITE (TEMP)	SF	500	1.00	500.00	0.80	400.00
TOTAL ALTERNATE 2 PRICE				177,625.00		154,376.00	

Alternate 3

L-108-5.2	NO. 8 AWG, 5KV CABLE, INSTALLED IN DUCT BANK	LF	30,580	1.50	45,870.00	1.15	35,167.00
L-108-5.3	NO. 6 AWG, 600V CABLE, INSTALLED IN DUCT BANK	LF	15,000	1.50	22,500.00	1.21	18,150.00
L-108-5.4	COUNTERPOISE	LF	15,000	2.00	30,000.00	1.39	20,850.00
L-110-5-1	INSTALL 4-CELL 3-INCH DUCT, RIGID STEEL	LF	470	30.00	14,100.00	115.00	54,050.00
L-110-5-2	2-INCH SCHEDULE 80 PVC OR PE DUCT, INCLUDING	LF	15,000	5.00	75,000.00	3.15	47,250.00



TABULATION OF BIDS

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 Grand Rapids - Itasca County Airport
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 Bid Date: 2:00 p.m., Thursday, May 14, 2020

Item No.	Item	Unit	Est. Quantity	Engineer's Estimate		
				Unit Price	Total Price	Total Price
L-125-5.8	REMOVE EXISTING AND INSTALL NEW GUIDANCE	EA	12	5,000.00	60,000.00	47,400.00
L-125-5.9	REMOVE EXISTING AND INSTALL NEW DISTANCE	EA	4	4,000.00	16,000.00	16,000.00
L-125-5.10	HIGH INTENSITY RUNWAY LIGHT (HIRL) - L-862(L)	EA	55	2,000.00	110,000.00	100,650.00
L-125-5.11	MEDIUM INTENSITY TAXIWAY LIGHT (MITL) - L-861(L)	EA	32	1,500.00	48,000.00	37,696.00
L-125-5.12	HIGH INTENSITY THRESHOLD LIGHT (HITL) - L-	EA	16	2,000.00	32,000.00	31,680.00
L-125-5.13	REGULATOR 10 KW (VAULT)	EA	1	15,000.00	15,000.00	13,169.00
L-125-5.14	REIL LIGHTS (SET OF 2)	EA	1	15,000.00	15,000.00	19,400.00
L-125-5.15	REMOVAL OF ALL ELECTRICAL LIGHTS, CANS, AND	LS	1	5,000.00	5,000.00	15,500.00
L-125-5.16	ELECTRICAL GENERAL CONDITIONS - ALT 3	LS	1	5,000.00	5,000.00	32,000.00
TOTAL ALTERNATE 3 BID PRICE					493,470.00	488,962.00

Alternate 4

L-125-5.17	REINSTALL THRESHOLD LIGHTS ON RUNWAY 16	EA	8	200.00	1,600.00	4,800.00
TOTAL ALTERNATE 4 BID PRICE					1,600.00	4,800.00
TOTAL BID PRICE					\$4,392,687.00	\$3,389,564.25

Hawkinson Construction Co. Inc.
 501 West County Road #63
 Grand Rapids, MN 55744
 \$3,389,564.25



TABULATION OF BIDS

Runway 16/34 Reconstruction
 Grand Rapids - Itasca County Airport
 SEH No.: GRAIT 154472
 Bid Date: 2:00 p.m., Thursday, May 14, 2020

		Engineer's Estimate			Hawkinson Construction Co. Inc. 501 West County Road #63 Grand Rapids, MN 55744 \$3,389,564.25		
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price
50-06	CONSTRUCTION LAYOUT AND STAKING	LS	1	\$40,000.00	\$40,000.00	\$29,800.00	\$29,800.00
50-11	CONSTRUCTION AND RESTORATION OF HAUL	LS	1	50,000.00	50,000.00	17,757.50	17,757.50
60-05	FIELD OFFICE	LS	1	10,000.00	10,000.00	5,550.00	5,550.00
70-08	TRAFFIC CONTROL	LS	1	15,000.00	15,000.00	59,250.00	59,250.00
C-100-5.1	CONTRACTOR QUALITY CONTROL PLAN	LS	1	30,000.00	30,000.00	2,250.00	2,250.00
C-102-5.1	ROCK CONSTRUCTION ENTRANCE	EA	4	3,000.00	12,000.00	1,350.00	5,400.00
C-102-5.2	SILT FENCE, TYPE PREASSEMBLED (INCLUDES	LF	16,000	1.50	24,000.00	2.00	32,000.00
C-102-5.3	FILTER LOG, TYPE WOOD FIBER BIOLOG	LF	990	3.50	3,465.00	4.00	3,960.00
C-105.5.1	MOBILIZATION	LS	1	250,000.00	250,000.00	222,300.00	222,300.00
F-164- 5.1	MODIFY FENCE AND INSTALL GATE (ONE	LS	1	6,000.00	6,000.00	3,000.00	3,000.00
L-108-5.1	NO. 8 AWG, 5KV CABLE, DIRECT BURIED	LF	500	1.50	750.00	2.50	1,250.00
L-110-5.1	DIRECTIONAL BORE, 1-CELL 3-INCH DUCT, RIGID	LF	120	30.00	3,600.00	25.00	3,000.00
L-125-5.2	COVER EXSITING EDGE BASE CAN (TEMP	EA	2	2,000.00	4,000.00	130.00	260.00
L-125-5.3	REPLACE EXISTING HIRL GLOBE WITH NEW WHITE	EA	2	500.00	1,000.00	185.00	370.00
L-125-5.4	RELOCATE THRESHOLD LIGHTS ON TEMP STAKE	EA	8	2,000.00	16,000.00	330.00	2,640.00
L-125-5.5	RAISE EXISTING HAND HOLE COVER WITH	EA	1	1,000.00	1,000.00	710.00	710.00
L-125-5.6	ELECTRICAL GENERAL CONDITIONS	LS	1	1,000.00	1,000.00	1,500.00	1,500.00
P-101-5.1	PAVEMENT MARKING REMOVAL	SF	15,000	1.00	15,000.00	1.14	17,100.00
P-101-5.2	SAW CUTTING, FULL DEPTH	LF	390	3.50	1,365.00	2.15	838.50
P-101-5.3	REMOVE GUIDANCE SIGNS	EA	10	200.00	2,000.00	180.00	1,800.00
P-101-5.4	PAVEMENT REMOVAL (4-6")	SY	5,600	8.00	44,800.00	2.00	11,200.00
P-153	CONTROLLED LOW STRENGTH MATERIAL	CY	110	200.00	22,000.00	200.00	22,000.00
P-152-5.1	UNCLASSIFIED EXCAVATION (EV)	CY	26,650	12.00	319,800.00	2.95	78,617.50
P-152-5.2	SUBGRADE EXCAVATION (EV)	CY	1,000	25.00	25,000.00	14.00	14,000.00
P-152-5.3	RIP RAP CLASS IV	CY	280	80.00	22,400.00	62.00	17,360.00
P-154-5.1	GRANULAR MATERIAL	CY	1,000	20.00	20,000.00	18.00	18,000.00
P-154-5.1	ROAD RELOCATION	LS	1	20,000.00	20,000.00	3,500.00	3,500.00
P-207	RECLAIM BITUMINOUS PAVEMENT AND EXISTING	SY	78,100	3.00	234,300.00	2.40	187,440.00
P-401-8.1	BITUMINOUS SURFACE COURSE (P-401)	TON	9,340	74.00	691,160.00	64.40	601,496.00
P-401-8.2	BITUMINOUS BASE COURSE (P-401)	TON	14,100	71.00	1,001,100.00	51.40	724,740.00
P603-5.1	BITUMINOUS TACK COAT	GAL	12,149	3.00	36,447.00	3.25	39,484.25



TABULATION OF BIDS

Runway 16/34 Reconstruction
 Grand Rapids - Itasca County Airport
 SEH No.: GRAIT 154472
 Bid Date: 2:00 p.m., Thursday, May 14, 2020

Engineer's Estimate
 \$4,392,687.00

Hawkinson Construction Co. Inc.
 501 West County Road #63
 Grand Rapids, MN 55744
 \$3,389,564.25

Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price
P-605	SAWED CONTROL JOINT	LF	15,700	5.00	78,500.00	2.48	38,936.00
P-620-5.1	RUNWAY AND TAXIWAY MARKING, YELLOW	SF	4,280	1.50	6,420.00	0.75	3,210.00
P-620-5.2	RUNWAY AND TAXIWAY MARKING, YELLOW (TEMP)	SF	1,590	1.00	1,590.00	0.80	1,272.00
P-620-5.3	RUNWAY AND TAXIWAY MARKING, WHITE	SF	49,250	1.50	73,875.00	0.75	36,937.50
P-620-5.4	RUNWAY AND TAXIWAY MARKING, WHITE (TEMP)	SF	3,940	1.00	3,940.00	0.80	3,152.00
P-620-5.5	REFLECTIVE MEDIA	LB	3,260	0.50	1,630.00	5.00	16,300.00
D-705-5.1	DRAINTILE (6" PERFORATED)	LF	14,800	10.00	148,000.00	4.70	69,560.00
D-705-5.2	DRAINTILE (SDR35 PVC PIPE)	LF	4,050	20.00	81,000.00	5.10	20,655.00
D-705-5.3	DRAINTILE INSPECTION PIT	EA	47	3,000.00	141,000.00	2,750.00	129,250.00
D-705-5.4	GRANULAR BACKFILL (MNDOT 3149.H COURSE)	CY	2,880	30.00	86,400.00	40.00	115,200.00
D-752-5.1	DRAINTILE CONCRETE HEADWALL	EA	14	500.00	7,000.00	300.00	4,200.00
T-901-5.1	SEEDING, FERTILIZATION MULCH, STABILIZATION	ACRE	9	2,500.00	22,500.00	3,985.00	35,865.00
T-905	TOPSOIL (IMPORTED)	CY	600	40.00	24,000.00	46.00	27,600.00
TOTAL BASE BID PRICE				3,599,042.00		2,630,711.25	

Alternate 1

L-108-5.2	NO. 8 AWG, 5KV CABLE, INSTALLED IN DUCT BANK	LF	15,300	1.50	22,950.00	1.25	19,125.00
L-125-5.6	4 BOX PAPI (PER SET)	EA	2	45,000.00	90,000.00	39,750.00	79,500.00
L-125-5.7	REGULATOR 7.5 KW (VAULT)	EA	1	8,000.00	8,000.00	12,090.00	12,090.00
TOTAL ALTERNATE 1 PRICE				120,950.00		110,715.00	

Alternate 2

P-621-5.1	SAWCUT GROOVING	SY	51,150	2.50	127,875.00	2.24	114,576.00
P-620-5.2	RUNWAY AND TAXIWAY MARKING, YELLOW (TEMP)	SF	49,250	1.00	49,250.00	0.80	39,400.00
P-620-5.3	RUNWAY AND TAXIWAY MARKING, WHITE (TEMP)	SF	500	1.00	500.00	0.80	400.00
TOTAL ALTERNATE 2 PRICE				177,625.00		154,376.00	

Alternate 3

L-108-5.2	NO. 8 AWG, 5KV CABLE, INSTALLED IN DUCT BANK	LF	30,580	1.50	45,870.00	1.15	35,167.00
L-108-5.3	NO. 6 AWG, 600V CABLE, INSTALLED IN DUCT BANK	LF	15,000	1.50	22,500.00	1.21	18,150.00
L-108-5.4	COUNTERPOISE	LF	15,000	2.00	30,000.00	1.39	20,850.00
L-110-5-1	INSTALL 4-CELL 3-INCH DUCT, RIGID STEEL	LF	470	30.00	14,100.00	115.00	54,050.00
L-110-5-2	2-INCH SCHEDULE 80 PVC OR PE DUCT, INCLUDING	LF	15,000	5.00	75,000.00	3.15	47,250.00



TABULATION OF BIDS

Runway 16/34 Reconstruction
 Grand Rapids - Itasca County Airport
 SEH No.: GRAIT 154472
 Bid Date: 2:00 p.m., Thursday, May 14, 2020

Item No.	Item	Unit	Est. Quantity	Engineer's Estimate		
				Unit Price	Total Price	Total Price
L-125-5.8	REMOVE EXISTING AND INSTALL NEW GUIDANCE	EA	12	5,000.00	60,000.00	47,400.00
L-125-5.9	REMOVE EXISTING AND INSTALL NEW DISTANCE	EA	4	4,000.00	16,000.00	16,000.00
L-125-5.10	HIGH INTENSITY RUNWAY LIGHT (HIRL) - L-862(L)	EA	55	2,000.00	110,000.00	100,650.00
L-125-5.11	MEDIUM INTENSITY TAXIWAY LIGHT (MITL) - L-861(L)	EA	32	1,500.00	48,000.00	37,696.00
L-125-5.12	HIGH INTENSITY THRESHOLD LIGHT (HITL) - L-	EA	16	2,000.00	32,000.00	31,680.00
L-125-5.13	REGULATOR 10 KW (VAULT)	EA	1	15,000.00	15,000.00	13,169.00
L-125-5.14	REIL LIGHTS (SET OF 2)	EA	1	15,000.00	15,000.00	19,400.00
L-125-5.15	REMOVAL OF ALL ELECTRICAL LIGHTS, CANS, AND	LS	1	5,000.00	5,000.00	15,500.00
L-125-5.16	ELECTRICAL GENERAL CONDITIONS - ALT 3	LS	1	5,000.00	5,000.00	32,000.00
TOTAL ALTERNATE 3 BID PRICE					493,470.00	488,962.00

Alternate 4

L-125-5.17	REINSTALL THRESHOLD LIGHTS ON RUNWAY 16	EA	8	200.00	1,600.00	4,800.00
TOTAL ALTERNATE 4 BID PRICE					1,600.00	4,800.00
TOTAL BID PRICE					\$4,392,687.00	\$3,389,564.25

Hawkinson Construction Co. Inc.
 501 West County Road #63
 Grand Rapids, MN 55744
 \$3,389,564.25



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1310 **Version:** 1 **Name:** Hire Saunders
Type: Agenda Item **Status:** Consent Agenda
File created: 9/3/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider approving the hiring of a seasonal part-time employee at the IRA Civic Center.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving the hiring of a seasonal part-time employee at the IRA Civic Center.

Background Information:

Joshua Saunders will be hired as a seasonal part-time employee as a Maintenance Shift Lead at the IRA Civic Center. This position is part of the annual operating budget and will be effective September 15, 2020 through April 30, 2021. With years of service to date, Joshua Saunders will be paid at the rate of \$18.00 per hour.

Staff Recommendation:

City staff is recommending the hiring of a seasonal part-time employee at the IRA Civic Center.

Requested City Council Action

Make a motion recommending the hiring of a seasonal part-time employee at the IRA Civic Center.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1313 **Version:** 1 **Name:**

Type: Agenda Item **Status:** Consent Agenda

File created: 9/4/2020 **In control:** City Council

On agenda: 9/14/2020 **Final action:**

Title: Consider voiding lost Accounts Payable check #137315, issue a new check and waiving bond requirements for check issued to Shawn Graeber, in the amount of \$10.00.

Sponsors:

Indexes:

Code sections:

Attachments: [Graeber Affidavit of Lost Check.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider voiding lost Accounts Payable check #137315, issue a new check and waiving bond requirements for check issued to Shawn Graeber, in the amount of \$10.00.

Background Information:

Accounts Payable check #137315 issued to Shawn Graeber on December 10, 2018 is lost. Shawn Graeber has completed an Affidavit of Lost Check.

Requested City Council Action

Make a motion to void lost Accounts Payable check #137315, issue a new check and waiving bond requirements for check issued to Shawn Graeber in the amount of \$10.00.

AFFIDAVIT

STATE OF) Minnesota

) SS

COUNTY OF) Itasca

Shawn Graeber, being first duly sworn on oath, states that he/she resides at **504 NE 9th Street, Grand Rapids, MN, 55744** and that he/she is the payee named in a check number **137315**, issued to **Shawn Graeber**, drawn by **City of Grand Rapids** dated **December 10, 2018**, for the sum of **\$10.00**; that to my knowledge this check was never endorsed by me, that I did not authorize anyone to endorse it for me, and that the circumstances of the loss or destruction of the check are as follows:

Accounts Payable lost check

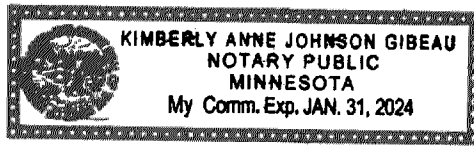
I am making this Affidavit in conjunction with my request that the **City of Grand Rapids** issue a duplicate check. I understand that I make this Affidavit under oath and that I may be subject to criminal penalty if my statements in this Affidavit are false.

SIGNED Shawn Graeber

Subscribed and sworn to before me

This 26 day of August, 2020

Kimberly Anne Johnson Gibeau
Notary Public





CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1315 **Version:** 1 **Name:** CP 2020-5 Riverside Park CO 1
Type: Agenda Item **Status:** Consent Agenda
File created: 9/9/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider approving change order 1 for CP 2020-5, the Riverside Park Lighting Project
Sponsors:
Indexes:
Code sections:
Attachments: [CO-0001](#)
[DOC091420](#)

Date	Ver.	Action By	Action	Result
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Consider approving change order 1 for CP 2020-5, the Riverside Park Lighting Project

Background Information:

The Riverside Park Lighting project includes the replacement of park lights within the newly established Riverside Park (formerly known as the Blandin Foundation Park). The proposed project improve lighting within the park and will be funded with a grant from the Blandin Foundation. Change order 1 includes the addition of wiring and outlets on each of the lighting units to allow for holiday decorations. The total of change order 1 is \$19,992.62.

Staff Recommendation:

City staff recommends approving change order 1 for CP 2020-5, the Riverside Park Lighting Project, in the amount of \$19,992.62

Requested City Council Action

A motion approving change order 1 for CP 2020-5, the Riverside Park Lighting Project, in the amount of \$19,992.62

This record is currently unavailable.

This record is currently unavailable.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	20-1325	Version:	1	Name:	Consider the appointment of Drew Kuschel as an Intern in the Grand Rapids Fire Department.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	9/10/2020	In control:		In control:	City Council
On agenda:	9/14/2020	Final action:		Final action:	
Title:	Consider the appointment of Drew Kuschel as an Intern in the Grand Rapids Fire Department.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Consider the appointment of Drew Kuschel as an Intern in the Grand Rapids Fire Department.

Background Information:

Drew Kuschel is a senior in high school and is exploring career internship options in the public safety field (fire, dispatch, potentially law enforcement). He has a career internship for the year M-F from 12:29 pm - 1:22 pm. He has reached out to Fire Chief Travis Cole and inquired as to whether or not there are any opportunities at the Fire Department where he could be of assistance daily for 45-60 minutes. He could also help out with other events when needed.

Staff Recommendation:

Fire Chief Travis Cole is recommending utilizing Drew Kuschel as an intern for the first semester and possibly the second. With the Fire Department relocation, there will be ample opportunities for him to assist as well as learn about the functions of the Fire Department. Because this is volunteer work, he would be covered under the City's Workers Compensation coverage in the event of an injury.

Requested City Council Action

Make a motion approving the appointment of Drew Kuschel as an Intern in the Grand Rapids Fire Department.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1326 **Version:** 1 **Name:** PW Hiring Robert Kubeczko for PT Winter Maintenance
Type: Agenda Item **Status:** Consent Agenda
File created: 9/10/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider approving part-time employment list for the 2020-2021 winter maintenance season.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving part-time employment list for the 2020-2021 winter maintenance season.

Background Information:

The Public Works Department utilizes part-time intermittent employees to facilitate snow removal during the winter snow plowing season and they work on an "as needed" basis. One of the employees who worked for Public Work during the 2019-2020 winter was Robert Kubeczko. Public Works would like to re-hire Robert Kubeczko to assist with the department's operations prior to the start of the winter maintenance season, beginning September 15th, 2020 at a wage of \$18.00 per hour. The end date for his employment will be April 30th, 2021.

Staff Recommendation:

PW Superintendent Kevin Koetz, recommends hiring Robert Kubeczko for part-time employment for the 2020-2021 winter maintenance season.

Requested City Council Action

Make a motion to approve the Public Works Department hiring Robert Kubeczko for 2020-2021 part-time winter maintenance season effective September 15th, 2020.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1323 **Version:** 1 **Name:** Board & Commission Minutes
Type: Minutes **Status:** Approved
File created: 9/10/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Review and acknowledge approved minutes for Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [March 10, 2020 - Arts & Culture Commission](#)
[March 11, 2020 - Library Board](#)

Date	Ver.	Action By	Action	Result
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Review and acknowledge approved minutes for Boards & Commissions.



ARTS AND CULTURE COMMISSION MINUTES

CALL TO ORDER: Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2A of the Grand Rapids City Hall, 420 N. Pokegama Avenue, Grand Rapids, Minnesota on Tuesday, March 10, 2020 at 3:46 PM.

Call of Roll: On a call of roll, the following members were present: Anne-Marie Erickson, Jessie Siiter, David Marty, Tom Sippola, Ed Zabinski, Kari Hedlund. Absent: Kayla Aubid, Gail Otteson, Myrna Peterson.

Staff Present: Tom Pagel, Lynn DeGrio, Chad Sterle

Public Input: None.

Setting the Agenda:

Advanced Open Meeting Law discussion to beginning of meeting.

Motion by Hedlund, second by Erickson to approve the agenda as amended. Motion passed by unanimous vote.

Open Meeting Law: City Attorney Chad Sterle reviewed basics of open meeting law. The League of Minnesota Cities is scheduled to provide a comprehensive training in June and all members of Boards and Commissions will be encouraged to attend.

Correspondence: After review of letter from Ms. Sjödin, it is recommended that an art map be sent to her when completed and consider inviting her to the reveal of the chickadee mural.

Approval of Minutes: Noted name error on page one, Rick Nyberg should be Kent Nyberg.

Motion by Erickson, second by Siiter to approve the minutes for February 4, 2020 as amended. Motion passed by unanimous vote.

Financials: Reviewed and accepted financials as presented.

Artist in Residence: Overview providing clarification of program.

Old Business:

Discuss Northbank mural project: Noted that Rick Harding is out until March 16th and Mr. Pagel will contact him after that date to schedule a meeting.

Poetry Contest: Members reviewed proposal from Michael Goldberg. This would be based on contract for professional service funded by Commission budget, so no need for RFP. Committee consisting of Tom Pagel and Commissioners Erickson and Siiter to work with Mr. Goldberg to iron out details.

Motion by Marty, second by Hedlund to approve concept as presented. Motion passed by unanimous vote.

Public forum on Public Art: Mr. Pagel will contact Jen Krava, Forecast Public Art, to determine her availability. Commissioner Siiter will advise if the Downtown Business District wishes to participate/host.

Mayor's Arts Award: Award for 2020 winner, KAXE, will be a sculpture with name plate created by artist Collin Clough and will be presented at the Chamber's Annual Meeting by Commissioner Marty. 2019 award winner, Brewed Awakenings, donated funds to be used for the 2020 award. City may not purchase tickets to Chamber event for the winners, however, Brewed Awakenings has the option to purchase tickets and present them to KAXE for attendance. Concerns expressed on setting a precedent for future award years.

2020 Art RFQ Update: Deadline is March 20th. Mr. Pagel distributed scoring sheet format from last year for review, noting suggested changes: addition of score column for experience in Native American Art. Subcommittee formed including Commissioners Hedlund, Marty and Aubid or Otteson.

New Business

New member packet development: Mr. Pagel will put together with assistance from Commissioners Hedlune, Otteson and Siiter. Will consider asking prior member, Kathy Dodge, to provide new member orientation.

City Email: All members of City Boards and Commissions will be provided with a City email. Training will be provided at the April 7, 2020 meeting.

Announcements: Itasca Community Chorus will perform on March 29, 2020 at 3:00 at Methodist Church.

Items for next agenda:

- Northbank mural project
- Poetry Contest
- Public Forum update
- Update for arts award process moving forward.
- New Member Packet development
- 2020 Art RFQ Selection
- City Email

There being no further business, the meeting adjourned at 5:33 pm.

Respectfully submitted:

Lynn DeGrio, Director of H.R.

Grand Rapids Area Library Regular Board Meeting March 11, 2020

Call to Order: The monthly board meeting was called to order at 5:00 by Jean MacDonell.

Roll Call:

Members Present: Lisa Tabbert, Cyndy Martin, Jean MacDonell, Sheena Richards, Deborah Kee.

Members Absent: Randy McCarty, Dennis Jerome, Richard Thouin, Susan Zeige.

Staff Present: Director William Richter

Public Comment:

Agenda: A motion was made by Lisa Tabbert to approve the agenda as amended. A second was made by Cyndy Martin. The motion was passed unanimously.

Minutes: Lisa Tabbert made a motion to approve minutes from the February board meeting. A second was made by Sheena Richards. The motion was passed unanimously.

Communications:

- a. Arrowhead Library System Invoice for 2020 Automation Costs
- b. Friends and Foundation Updates

Financial Report: A motion was made to approve financial reports and payment of bills as listed by Deborah Kee. A second was made by Cyndy Martin. On a roll call vote the motion was passed unanimously.

Staff Report: Summary of Director's report to the Board.

Old Business: (None)

New Business:

Consent Agenda: Sheena Richards made a motion to approve the consent agenda, a second was made by Deborah Kee. On a roll call vote the motion was passed unanimously.

1. Approve payment of late bills

a. (None)

2. Approve contracts and payment to presenters

a. (None)

3. Approve Resolution Accepting Donations

a. Susan and Kevin Hoolihan in memory of Beulah Rose Hutchens (\$50.00 – undesignated)

Regular Agenda:

a. Approve submittal of 2019 Minnesota Public Library Annual Report

Deborah Kee made the motion to approve the annual report, a second was made by Cyndy Martin. The motion was passed unanimously.

b. Discuss Equitable Funding Scenario

Adjourn: The monthly board meeting was adjourned at 5:50 p.m. by Jean MacDonell.

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MARCH 11, 2020

DATE: 03/05/2020
 TIME: 08:49:55
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 03/11/2020

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	256.73
0113233	AMERIPRIDE SERVICES INC	79.02
0118660	ARROWHEAD LIBRARY SYSTEM	60.36
0201428	BAKER & TAYLOR LLC	3,908.58
0212124	BLACKSTONE PUBLISHING	0.75
0305485	CENGAGE LEARNING INC	4,917.00
0315455	COLE HARDWARE INC	24.98
0405500	DEMCO INC	1,795.96
1015325	JOHNSON CONTROLS FIRE	1,087.68
1415377	NORTHERN BUSINESS PRODUCTS INC	474.39
1605665	PERSONNEL DYNAMICS LLC	1,954.51
1901535	SANDSTROM'S INC	154.90
1908570	SHOWCASES	801.36
2008551	THOMSON REUTERS - WEST	260.00
2114356	UNIQUE MANAGEMENT SERVICES	116.35
2209421	VIKING ELECTRIC SUPPLY INC	83.92

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 15,876.49

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	57.14
0605191	FIDELITY SECURITY LIFE INS CO	6.90
0718015	GRAND RAPIDS CITY PAYROLL	61,996.50
1205090	LEAGUE OF MINNESOTA CITIES	20.00
1301146	MARCO TECHNOLOGIES, LLC	120.43
1309199	MINNESOTA ENERGY RESOURCES	535.31
1309335	MINNESOTA REVENUE	57.47
1405850	NEXTERA COMMUNICATIONS LLC	70.54
1516220	OPERATING ENGINEERS LOCAL #49	12,216.00
1601750	PAUL BUNYAN COMMUNICATIONS	245.04
1621130	P.U.C.	2,241.26
2114750	UNUM LIFE INSURANCE CO OF AMER	20.50
2209665	VISA	451.10
2301700	WM CORPORATE SERVICES, INC	117.00
2301728	AMANDA JEAN WATKINS	125.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$78,280.19

TOTAL ALL DEPARTMENTS \$ 94,156.68

ALPHA GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MARCH 11, 2020

DATE: 03/05/2020
 TIME: 08:54:27
 ID: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 03/11/2020
 INVOICES IN BATCH LB0311

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0100053	AT&T MOBILITY	7,167.31	57.14
0113100	AMAZON.COM	1,286.11	256.73
0113233	AMERIPRIDE SERVICES INC	1,153.08	79.02
0118660	ARROWHEAD LIBRARY SYSTEM	117.80	60.36
0201428	BAKER & TAYLOR LLC	3,448.27	3,808.58
0212124	BLACKSTONE PUBLISHING	400.00	0.75
0305485	CENGAGE LEARNING INC	0.00	4,917.00
0315455	COLE HARDWARE INC	1,422.84	24.98
0405500	DEMCO INC	577.39	1,795.96
0605191	FIDELITY SECURITY LIFE INS CO	203.67	6.90
0718015	GRAND RAPIDS CITY PAYROLL	1,308,967.74	61,996.50
1015325	JOHNSON CONTROLS FIRE	0.00	1,087.68
1205090	LEAGUE OF MINNESOTA CITIES	11,620.00	20.00
1301146	MARCO TECHNOLOGIES, LLC	1,484.55	120.43
1309199	MINNESOTA ENERGY RESOURCES	207,122.02	535.31
1309335	MINNESOTA REVENUE	4,586.22	57.47
1405850	NEXTERA COMMUNICATIONS LLC	862.52	70.54
1415377	NORTHERN BUSINESS PRODUCTS INC	1,411.90	474.39
1516220	OPERATING ENGINEERS LOCAL #49	214,826.00	12,216.00
1601750	PAUL BUNYAN COMMUNICATIONS	1,041.32	245.04
1605665	PERSONNEL DYNAMICS LLC	3,580.99	1,954.51
1621130	P.U.C.	91,826.13	2,241.26
1901535	SANDSTROM'S INC	18,914.39	154.90
1908570	SHOWCASES	0.00	801.36
2008551	THOMSON REUTERS - WEST	0.00	260.00
2114356	UNIQUE MANAGEMENT SERVICES	286.40	116.35
2114750	UNUM LIFE INSURANCE CO OF AMER	780.64	20.50
2209421	VIKING ELECTRIC SUPPLY INC	2,153.49	83.92
2209665	VISA	13,519.43	451.10
2301700	WM CORPORATE SERVICES, INC	4,366.97	117.00
2301728	AMANDA JEAN WATKINS	250.00	125.00

TOTAL ALL VENDORS: 94,156.68



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1321 **Version:** 1 **Name:** Phase 1 Fire Hall Bid Award
Type: Agenda Item **Status:** Fire
File created: 9/9/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider a resolution awarding Phase 1 of New Fire Hall - 2020, City Project 2020/FD-1
Sponsors:
Indexes:
Code sections:
Attachments: [9-14-20 Res Phase 1 Fire Hall](#)

Date	Ver.	Action By	Action	Result
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Consider a resolution awarding Phase 1 of New Fire Hall - 2020, City Project 2020/FD-1

Background Information:

Bids will be publicly opened on Monday, September 14, 2020, prior to the regular City Council meeting. A resolution identifying the bidders and recommended low bidder will be presented at the council meeting.

Staff Recommendation:

City staff is recommending a resolution awarding a bid to the lowest responsible bidder on Phase 1 of New Fire Hall - 2020, City Project 2020/FD-1

Requested City Council Action

A motion approving a resolution awarding a bid to the lowest responsible bidder on Phase 1 of New Fire Hall - 2020, City Project 2020/FD-1



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1320 **Version:** 1 **Name:** Duane Goodwin Agreement
Type: Agenda Item **Status:** Administration Department
File created: 9/9/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider entering into an agreement with Duane Goodwin to create a sculpture at Riverside Park.
Sponsors:
Indexes:
Code sections:
Attachments: [Goodwin Final Agreement](#)

Date	Ver.	Action By	Action	Result
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Consider entering into an agreement with Duane Goodwin to create a sculpture at Riverside Park.

Background Information:

The Arts & Culture Commission solicited request for proposals from artists to create a sculpture at Riverside Park. The commission has interviewed artists and have passed a recommendation for the City Council to enter into an agreement with Duane Goodwin to create a sculpture at Riverside Park. This sculpture theme is *Indigenous Peoples and Lands* as recommended in the City's Five-Year Public Art Placement Plan. A model of the concept sculpture in the attached agreement.

Staff Recommendation:

The Arts & Culture Commission is recommending entering into an agreement with Duane Goodwin to create a sculpture at Riverside Park.

Requested City Council Action

A motion entering into an agreement with Duane Goodwin to create a sculpture at Riverside Park.

ARTWORK DESIGN AGREEMENT

This Agreement is between the City of Grand Rapids (“City”) and Duane Goodwin, 9221 23rd Street SE, Bemidji, MN 56601 (“Artists”) selected by the Grand Rapids Arts & Culture Commission to create a sculpture to be placed at Mississippi River Park, in Grand Rapids, Minnesota.

WHEREAS, City wishes to create a visible and creative project to engender visible improvements and encourage citizen engagement within the City of Grand Rapids; and

WHEREAS, City has selected the (“Artist”) to for the project;

NOW, THEREFORE, in exchange for the promises and other consideration set forth below, the parties agree as follows:

1. Scope of Work.

Artist agrees to create and install the sculpture as generally depicted in Attachment A. The general specifications of the sculpture are:

- A. A base size of approximate 4 foot wide, 5.5 foot long, and 1 foot high.
- B. A sculpture size of approximately 3 foot wide, 4.5 foot long, and 5.5 foot high.
- C. Material for the base and sculpture is dolomite from Winona, Minnesota.
- D. Artist agrees to create/carve the sculpture on site.

City agrees to install and pay for the expenses related to transferring stone material from delivery truck to site base, and ground preparation (concrete bases, footings, etc.).

2. Schedule. The Artists shall complete and install sculptures prior to September 15, 2021.

3. Compensation. The Artist shall be paid a Lump Sum fee of \$66,250 to complete the Scope of Work. Payment to Artist shall be as follows: \$22,000 upon execution of the Agreement, \$22,000 on or about May 1, 2021, and \$22,250 upon final completion of Scope of Work.

4. Insurance. City waives any insurance requirements for Artist.

IN WITNESS WHEREOF the parties have signed this Agreement as of the date set forth below.

City of Grand Rapids:

ARTISTS:

By: _____

By: _____

Name: _____

Printed Name: _____

By: _____

Name: _____

ATTACHMENT A





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1314 **Version:** 1 **Name:** Public Hearing on Amended St Recon Plan
Type: Public Hearing **Status:** Public Hearing
File created: 9/8/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Conduct a Public Hearing for review and proposed adoption of the 2020-2024 Amended Street Reconstruction Plan and consider authorizing the issuance of General Obligation Street Reconstruction Bonds.

Sponsors:

Indexes:

Code sections:

Attachments: [2020-2024 Amended St Recon](#)

Date	Ver.	Action By	Action	Result
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Conduct a Public Hearing for review and proposed adoption of the 2020-2024 Amended Street Reconstruction Plan and consider authorizing the issuance of General Obligation Street Reconstruction Bonds.

Background Information:

Under Minnesota Statutes, Section 475.58, the City is authorized to prepare a Street Reconstruction Plan for the City for the next five years, and to issue general obligation bonds to finance the cost of the improvements described in the plan. The City considers this option when the 20% special assessment requirement for the General Obligation Special Assessment Bonds cannot be met.

General Obligation Street Reconstruction Bonds do count against the City's legal debt limit. The issuance of any related debt requires a public hearing and is subject to a reverse referendum. The Public Hearing is being held on Monday, September 14, 2020. If a petition requesting a vote on the issuance of the bonds, signed by voters equal to five percent of the votes cast in the last municipal general election is filed with the City Clerk within 30 days after the public hearing, the City is required to hold a vote on the question at an election before the bonds can be issued.

A unanimous vote of the City Council is required to adopt the street reconstruction plan and for the adoption of the bond resolution. The City issued a Five Year Street Reconstruction plan and for the 2008-2012, so consequently, the Plan being considered tonight is an Amended Plan since this project was not in the original Plan. The total cost for the 2020 project is approximately \$3,182,000. The principal amount of the bond will not exceed \$2,375,000.

Street reconstruction bonds may be used to finance utility replacement and relocation and other activities incidental to the street reconstruction, turn lanes and other improvements have substantial public safety function, realignment, other modifications to intersect with state and county roads.

Staff Recommendation:

Staff recommendation is to hold a public hearing.

Requested City Council Action

Hold a Public Hearing for review and proposed adoption of the 2020-2024 Amended Street Reconstruction Plan and consider authorizing the issuance of General Obligation Street Reconstruction Bonds.

City of Grand Rapids, Minnesota
Amended Street Reconstruction Plan
 2020 thru 2024

PROJECTS BY YEAR

Project Name	Department	Project #	Priority	Project Cost
2020				
2nd Av NE (6th-9th), 9th St NE(1st-2nd)& 7th St NE	Engineering	2020/2014-2	1	3,182,000
Total for 2020				3,182,000
2023				
3rd Ave NE (4th - 8th) & 7th St NE (3rd - 5th)	Engineering	2023/2010-1	1	1,505,475
City Wide Overlays - Rural	Engineering	2023/2013-2	1	588,500
City Wide Overlays-Urban (Hilltop)	Engineering	2023/2014-3	1	1,149,428
City Wide Overlays-Sylvan	Engineering	2023/2015-1	1	1,824,424
6th Avenue NW (4th St to 5th St)	Engineering	2023/2016-1	1	416,000
Total for 2023				5,483,827
2024				
NW Street Reconstruction	Engineering	2024/2016-1A	1	1,439,376
10th St NE (3rd Av to CDS)	Engineering	2024/2018-3	1	160,000
11th St NE (2nd Av - 3rd Av)	Engineering	2024/2018-4	1	295,000
Total for 2024				1,894,376
GRAND TOTAL				10,560,203

City of Grand Rapids, Minnesota
Amended Street Reconstruction Plan
2020 thru 2024

FUNDING SOURCE SUMMARY

Source	2020	2021	2022	2023	2024	Total
Assessments	425,000			548,270	208,427	1,181,697
GO Reconstruction Bonds	1,763,000			4,179,874	1,255,669	7,198,543
GR Public Utilities-Sanitary	427,000			137,000	114,600	678,600
GR Public Utilities-Water Main	467,000			316,375	240,680	1,024,055
MSA				120,000		120,000
Storm Water Utility	100,000			182,308	75,000	357,308
GRAND TOTAL	3,182,000			5,483,827	1,894,376	10,560,203

City of Grand Rapids, Minnesota
Amended Street Reconstruction Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Engineering								
2nd Av NE (6th-9th), 9th St NE(1st-2nd)& 7th St NE	2020/2014-2	1	3,182,000					3,182,000
<i>Assessments</i>			425,000					425,000
<i>GO Reconstruction Bonds</i>			1,763,000					1,763,000
<i>GR Public Utilities-Sanitary</i>			427,000					427,000
<i>GR Public Utilities-Water Main</i>			467,000					467,000
<i>Storm Water Utility</i>			100,000					100,000
3rd Ave NE (4th - 8th) & 7th St NE (3rd - 5th)	2023/2010-1	1				1,505,475		1,505,475
<i>Assessments</i>						175,000		175,000
<i>GO Reconstruction Bonds</i>						970,100		970,100
<i>GR Public Utilities-Sanitary</i>						25,000		25,000
<i>GR Public Utilities-Water Main</i>						235,375		235,375
<i>Storm Water Utility</i>						100,000		100,000
City Wide Overlays - Rural	2023/2013-2	1				588,500		588,500
<i>Assessments</i>						115,000		115,000
<i>GO Reconstruction Bonds</i>						413,500		413,500
<i>GR Public Utilities-Sanitary</i>						60,000		60,000
City Wide Overlays-Urban (Hilltop)	2023/2014-3	1				1,149,428		1,149,428
<i>Assessments</i>						57,412		57,412
<i>GO Reconstruction Bonds</i>						942,288		942,288
<i>MSA</i>						120,000		120,000
<i>Storm Water Utility</i>						29,728		29,728
City Wide Overlays-Sylvan	2023/2015-1	1				1,824,424		1,824,424
<i>Assessments</i>						116,858		116,858
<i>GO Reconstruction Bonds</i>						1,654,986		1,654,986
<i>Storm Water Utility</i>						52,580		52,580
6th Avenue NW (4th St to 5th St)	2023/2016-1	1				416,000		416,000
<i>Assessments</i>						84,000		84,000
<i>GO Reconstruction Bonds</i>						199,000		199,000
<i>GR Public Utilities-Sanitary</i>						52,000		52,000
<i>GR Public Utilities-Water Main</i>						81,000		81,000
NW Street Reconstruction	2024/2016-1A	1					1,439,376	1,439,376
<i>Assessments</i>							157,427	157,427
<i>GO Reconstruction Bonds</i>							935,269	935,269
<i>GR Public Utilities-Sanitary</i>							114,600	114,600
<i>GR Public Utilities-Water Main</i>							157,080	157,080
<i>Storm Water Utility</i>							75,000	75,000
10th St NE (3rd Av to CDS)	2024/2018-3	1					160,000	160,000
<i>Assessments</i>							16,000	16,000
<i>GO Reconstruction Bonds</i>							144,000	144,000
11th St NE (2nd Av - 3rd Av)	2024/2018-4	1					295,000	295,000
<i>Assessments</i>							35,000	35,000
<i>GO Reconstruction Bonds</i>							176,400	176,400
<i>GR Public Utilities-Water Main</i>							83,600	83,600
Engineering Total			3,182,000			5,483,827	1,894,376	10,560,203
GRAND TOTAL			3,182,000			5,483,827	1,894,376	10,560,203

Amended Street Reconstruction Plan
City of Grand Rapids, Minnesota

2020 thru 2024

Department Engineering

Contact Engineer

Type Improvement

Useful Life 40 years

Category Reconstruction

Priority 1 Critical

Project #	2020/2014-2
Project Name	2nd Av NE (6th-9th), 9th St NE(1st-2nd)& 7th St NE

Description	Total Project Cost: \$3,182,000
<p>City Project 2014-2 is the reconstruction of 0.25 miles of public infrastructure on 2nd Avenue NE from 6th Street to 9th Street NE, the reconstruction of 0.07 miles of public infrastructure on 9th Street NE for 1st Avenue NE to 2nd Avenue NE, and the reconstruction of 0.07 miles of public infrastructure on 7th Street NE from 1st Avenue NE to 2nd Avenue NE</p>	

Justification
<p>The public infrastructure has exceeded its life cycle. The water main consists of 4 and 6 inch CIP. It is proposed to replace the main with 8 inch DIP. The sanitary consists of 15 and 12 inch VCP. It is proposed to replace the sanitary in accordance with the sanitary sewer comprehensive plan. All infrastructure was constructed in the 1940's and has deteriorated to the point of needing to be replaced in order to provide reliability in the delivery of services.</p>

Expenditures	2020	2021	2022	2023	2024	Total
Professional Services	627,000					627,000
Sanitary Sewer	388,000					388,000
Water Main	427,000					427,000
Reconstruction w/o Widening	1,296,000					1,296,000
Storm Sewer	444,000					444,000
Total	3,182,000					3,182,000

Funding Sources	2020	2021	2022	2023	2024	Total
Assessments	425,000					425,000
GO Reconstruction Bonds	1,763,000					1,763,000
GR Public Utilities-Sanitary	427,000					427,000
GR Public Utilities-Water Main	467,000					467,000
Storm Water Utility	100,000					100,000
Total	3,182,000					3,182,000

Budget Impact/Other

Amended Street Reconstruction Plan

2020 *thru* 2024

Department Engineering

City of Grand Rapids, Minnesota

Contact Engineer

Project # **2023/2010-1**
 Project Name **3rd Ave NE (4th - 8th) & 7th St NE (3rd - 5th)**

Type Improvement

Useful Life 40 years

Category Reconstruction

Priority 1 Critical

Description	Total Project Cost: \$1,505,475
City Project 2010-1, 3rd Avenue NE, from 4th Street NE to 8th Street NE, is the reconstruction of 0.23 miles of street, storm sewer, sanitary sewer, water main, and sidewalks. Project also includes 7th Street NE, from 3rd Avenue NE to 5th Avenue NE, which includes the reconstruction of 0.14 miles of street, storm sewer, sanitary sewer, water main and sidewalks.	

Justification
The street has deteriorated to the point of requiring reconstruction. The subsoil under the street is frost susceptible creating poor strength. The water main is 4 inch CIP and is between 60 and 70 years old and may contain lead joints. The sanitary sewer is minimal within the project corridor and may or may not be replaced. The existing storm sewer is undersized and reached its life cycle.

Expenditures	2020	2021	2022	2023	2024	Total
Professional Services				200,000		200,000
Sanitary Sewer				25,000		25,000
Water Main				288,375		288,375
Reconstruction w/o Widening				632,100		632,100
Storm Sewer				300,000		300,000
Street Lighting				60,000		60,000
Total				1,505,475		1,505,475

Funding Sources	2020	2021	2022	2023	2024	Total
Assessments				175,000		175,000
GO Reconstruction Bonds				970,100		970,100
GR Public Utilities-Sanitary				25,000		25,000
GR Public Utilities-Water Main				235,375		235,375
Storm Water Utility				100,000		100,000
Total				1,505,475		1,505,475

Budget Impact/Other

Amended Street Reconstruction Plan
City of Grand Rapids, Minnesota

2020 *thru* 2024

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 20 years
 Category Rural Street
 Priority 1 Critical

Project # 2023/2013-2
 Project Name City Wide Overlays - Rural

Description Total Project Cost: \$588,500
 City Project 2013-2, City Wide Overlays is the planned maintenance of 1.9 miles of streets throughout the City. (Soldiers Lane and Stoeke)

Justification
 By applying a bituminous overlay at the correct time, the life cycle of the street will be extended.

Expenditures	2020	2021	2022	2023	2024	Total
Professional Services				130,000		130,000
Sanitary Sewer				60,000		60,000
Overlay				398,500		398,500
Total				588,500		588,500

Funding Sources	2020	2021	2022	2023	2024	Total
Assessments				115,000		115,000
GO Reconstruction Bonds				413,500		413,500
GR Public Utilities-Sanitary				60,000		60,000
Total				588,500		588,500

Budget Impact/Other

Amended Street Reconstruction Plan

2020 *thru* 2024

Department Engineering

City of Grand Rapids, Minnesota

Contact Engineer

Project #	2023/2014-3
Project Name	City Wide Overlays-Urban (Hilltop)

Type Maintenance

Useful Life 20 years

Category Urban Street

Priority 1 Critical

Description	Total Project Cost: \$1,149,428
<p>City Project 2014-3, City Wide Overlays - Urban is the planned maintenance of 0.56 miles of streets throughout the City. Streets proposed for partial reconstruction and bituminous overlay are 5th Street SW from 10th Ave to 11th Ave, Alley between 4th St SW and 5th St SW and 10th Ave and 11th Ave, 2nd Avenue SW from 4th St to 6th St, 1st Avenue SW from 4th St to 6th St, 5th Street SW from Pokegama Ave to 2nd Ave, 6th Street SW from Pokegama Ave to 2nd Ave.</p>	

Justification
<p>The streets proposed for a bituminous overlay where constructed prior to 1985.</p>

Expenditures	2020	2021	2022	2023	2024	Total
Professional Services				174,527		174,527
Overlay				920,173		920,173
Reconstruction				25,000		25,000
Storm Sewer				29,728		29,728
Total				1,149,428		1,149,428

Funding Sources	2020	2021	2022	2023	2024	Total
Assessments				57,412		57,412
GO Reconstruction Bonds				942,288		942,288
MSA				120,000		120,000
Storm Water Utility				29,728		29,728
Total				1,149,428		1,149,428

Budget Impact/Other

Amended Street Reconstruction Plan
City of Grand Rapids, Minnesota

2020 thru 2024

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 20 years
 Category Urban Street
 Priority 1 Critical

Project # 2023/2015-1
 Project Name City Wide Overlays-Sylvan

Description **Total Project Cost: \$1,824,424**
 City Project 2015-1, City Wide Overlays is the planned maintenance of 1.2 miles of street throughout the City. Streets proposed for bituminous overlay are 1st Street SW from 8th Avenue to Sylvan Bay Landing, 12th Avenue SW from 1st St to 4th St, 11th Avenue SW from 1st St to 4th St, 10th Avenue SW from 1st St to 4th St, 9th Avenue SW from 1st St to 2nd St, 8th Avenue SW from 1st St to 4th St. This project may also include the construction of sidewalk along one side of 11th Avenue SW from 1st St to 4th Street.

Justification
 By strategically timing the placement of bituminous overlays on existing streets, the City is able to maximize the life cycle of the street in a cost effective manner. Candidate streets will be identified for bituminous overlays by reviewing when the streets were constructed and visually inspecting candidate streets, when the feasibility report for this project is developed.

Expenditures	2020	2021	2022	2023	2024	Total
Professional Services				295,300		295,300
Overlay				1,476,544		1,476,544
Storm Sewer				52,580		52,580
Total				1,824,424		1,824,424

Funding Sources	2020	2021	2022	2023	2024	Total
Assessments				116,858		116,858
GO Reconstruction Bonds				1,654,986		1,654,986
Storm Water Utility				52,580		52,580
Total				1,824,424		1,824,424

Budget Impact/Other

Amended Street Reconstruction Plan
City of Grand Rapids, Minnesota

2020 *thru* 2024

Department Engineering
 Contact Engineer
 Type Unassigned
 Useful Life 40 years
 Category Reconstruction
 Priority 1 Critical

Project # 2023/2016-1
 Project Name 6th Avenue NW (4th St to 5th St)

Description	Total Project Cost: \$416,000
Reconstruction of 300' of street, storm, sanitary sewer and watermain	

Justification
This section of roadway is in very poor condition and needs to be reconstructed.

Expenditures	2020	2021	2022	2023	2024	Total
Professional Services				82,000		82,000
Sanitary Sewer				54,000		54,000
Water Main				80,000		80,000
Reconstruction				200,000		200,000
Total				416,000		416,000

Funding Sources	2020	2021	2022	2023	2024	Total
Assessments				84,000		84,000
GO Reconstruction Bonds				199,000		199,000
GR Public Utilities-Sanitary				52,000		52,000
GR Public Utilities-Water Main				81,000		81,000
Total				416,000		416,000

Budget Impact/Other

Amended Street Reconstruction Plan
City of Grand Rapids, Minnesota

2020 *thru* 2024

Department Engineering

Contact Engineer

Type Improvement

Useful Life 40 years

Category Reconstruction

Priority 1 Critical

Project # **2024/2016-1A**
 Project Name **NW Street Reconstruction**

Description **Total Project Cost: \$1,439,376**
 CP 2016-1, NW Street Reconstruction is the reconstruction of 0.48 miles of urban streets located in the NW quadrant of the City. The streets included are: 6th Avenue NW from TH 2 to 5th Street NW, 10th Street NW from Pokegama Avenue to 4th Avenue NW, 2nd Avenue NW from 11th Street NW to Dead End, and 11th Street NW from 2nd Avenue NW to 4th Avenue NW.

Justification
 All Streets and utilities exceed 70 years of age and their structural condition require replacement.

Expenditures	2020	2021	2022	2023	2024	Total
Professional Services					239,896	239,896
Sanitary Sewer					114,600	114,600
Water Main					157,080	157,080
Reconstruction w/o Widening					852,800	852,800
Storm Sewer					75,000	75,000
Total					1,439,376	1,439,376

Funding Sources	2020	2021	2022	2023	2024	Total
Assessments					157,427	157,427
GO Reconstruction Bonds					935,269	935,269
GR Public Utilities-Sanitary					114,600	114,600
GR Public Utilities-Water Main					157,080	157,080
Storm Water Utility					75,000	75,000
Total					1,439,376	1,439,376

Budget Impact/Other

Amended Street Reconstruction Plan
City of Grand Rapids, Minnesota

2020 *thru* 2024

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 1 Critical

Project # 2024/2018-3
 Project Name 10th St NE (3rd Av to CDS)

Description **Total Project Cost: \$160,000**
 City Project 2018-3, 10th Street NE, is the reconstruction of 0.07 miles of public infrastructure from 3rd Ave NE to cul-de-sac

Justification
 The street was originally constructed in the xxxx's. The roadway has exceeded its expected life cycle and needs to be replaced. Project includes the reconstruction of 0.05 miles of street, and the mill and overlay of 0.02 miles.

Expenditures	2020	2021	2022	2023	2024	Total
Professional Services					25,000	25,000
Overlay					15,000	15,000
Reconstruction					120,000	120,000
Total					160,000	160,000

Funding Sources	2020	2021	2022	2023	2024	Total
Assessments					16,000	16,000
GO Reconstruction Bonds					144,000	144,000
Total					160,000	160,000

Budget Impact/Other

Amended Street Reconstruction Plan
City of Grand Rapids, Minnesota

2020 *thru* 2024

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 1 Critical

Project # 2024/2018-4
 Project Name 11th St NE (2nd Av - 3rd Av)

Description **Total Project Cost: \$295,000**
 City Project 2018-4, 11th Street NE, is the reconstruction of 0.07 miles of public infrastructure from 2nd Ave NE to 3rd Ave NE

Justification
 The street and water main were constructed in 19xx. The water main is 6 inch CIP and may contain lead joints. It is proposed to replace the water main with 8 inch DIP. The infrastructure has exceeded its expected life cycle and needs to be replaced.

Expenditures	2020	2021	2022	2023	2024	Total
Professional Services					45,000	45,000
Water Main					80,000	80,000
Reconstruction					170,000	170,000
Total					295,000	295,000

Funding Sources	2020	2021	2022	2023	2024	Total
Assessments					35,000	35,000
GO Reconstruction Bonds					176,400	176,400
GR Public Utilities-Water Main					83,600	83,600
Total					295,000	295,000

Budget Impact/Other



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 20-1324 **Version:** 1 **Name:** Approving Amended St Reconstruction Plan
Type: Agenda Item **Status:** Finance
File created: 9/10/2020 **In control:** City Council
On agenda: 9/14/2020 **Final action:**
Title: Consider approving a resolution adopting the Amended Street Reconstruction Plan for 2020-2024 and authorizing the issuance of General Obligation Street Reconstruction Bonds.
Sponsors:
Indexes:
Code sections:
Attachments: [Grand Rapids 2020 GO Street Recon RESOLUTION APPROVING STREET RECONSTRUCTIO](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution adopting the Amended Street Reconstruction Plan for 2020-2024 and authorizing the issuance of General Obligation Street Reconstruction Bonds.

Background Information:

A Public Hearing on the Amended Five Year Street Reconstruction Plan for 2020-2024 was held on September 124, 2020 (tonight). After conducting the Public Hearing, the Council may take action to adopt the Five Year Street Reconstruction Plan and authorize the issuance of General Obligation Street Reconstruction Bonds in an amount not-to-exceed \$2,375,000.

Staff Recommendation:

Staff recommends approving a resolution adopting the Amended Street Reconstruction Plan for 2020-2024 and authorizing the issuance of General Obligation Street Reconstruction Bonds.

Requested City Council Action

Make a motion approving a resolution adopting the Amended Street Reconstruction Plan 2020-2024 and authorizing the issuance of General Obligation Street Reconstruction Bonds.

RESOLUTION NO. ____

**RESOLUTION ADOPTING AN AMENDMENT TO A STREET
RECONSTRUCTION PLAN AND AUTHORIZING ISSUANCE
OF STREET RECONSTRUCTION BONDS THEREUNDER**

BE IT RESOLVED by the City Council (the “Council”) of the City of Grand Rapids, Itasca County, Minnesota (the “City”) as follows:

Section 1. Background; Findings.

1.01. The Council has found and determined that certain streets in the City are in need of reconstruction, repair and improvement.

1.02. As authorized under Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the “Act”), the City previously prepared an amended five year street reconstruction plan describing the streets to be reconstructed, the estimated costs of the Plan (the “Costs”), and the planned reconstruction of other streets in the City over the five-year period of 2018 through 2022 (the “Plan”). Pursuant to the Act, the City may issue general obligation bonds to finance the cost of street reconstruction activities described in such plan.

1.03. The Council held a duly noticed public hearing on the Plan on August 13, 2018, and approved the Plan and the issuance of bonds thereunder.

1.04. Before the issuance of any additional bonds under the Act, the City is required to hold a public hearing on the plan and issuance of the bonds.

1.05. The City now finds that it is necessary to further amend the Plan to include various additional projects and Costs thereof not currently provided for in the Plan (the “Amended Plan”), and to provide preliminary approval for the issuance of general obligation bonds to finance a portion of the Costs in an amount not to exceed \$2,375,000 (the “Bonds”). The City further finds and determines that it is in the best financial interests of the City that the City hold a public hearing on the Amended Plan and the issuance of the Bonds as provided in the Act.

1.06 On this date, the City Council held a duly noticed public hearing to review and approve Amended Plan.

Section 2. Plan Approved.

2.01. The Council finds that the Amended Plan will improve the City’s street system, which serves the interests of the City as a whole.

2.02. The Amended Plan is approved in the form on file in City Hall.

Section 3. Bonds Authorized.

3.01. The Council hereby provides preliminary approval for the City to issue the Bonds in the maximum aggregate principal amount of \$2,375,000, in order to finance street reconstruction activities described in the Amended Plan, including costs of issuance of the Bonds. City staff, its

municipal advisor and its legal counsel are authorized to take all actions needed to call for the sale of the Bonds and to present a proposal for purchase of the Bonds at a subsequent Council meeting, subject to Section 3.02 hereof.

3.02. If a petition requesting a vote on the issuance of the Bonds, signed by voters equal to five percent (5%) of the votes cast in the last municipal general election, is filed with the City Clerk within thirty (30) days after the date of the public hearing, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

3.03. City staff are authorized and directed to take all other actions necessary to carry out the intent of this resolution.

Adopted by the City Council of the City of Grand Rapids, Minnesota, this 14th day of September, 2020.

Mayor

Attest:

City Clerk

STATE OF MINNESOTA)
)
COUNTY OF ITASCA)
)
CITY OF GRAND RAPIDS)

CERTIFICATE
AS TO NO RECEIPT
OF ELECTION PETITION

I, _____, being the duly qualified and acting City _____ of the City of Grand Rapids, Minnesota, hereby certify that on September 14, 2020, the City Council held a public hearing regarding a street reconstruction plan and issuance of general obligation street reconstruction bonds pursuant to Minnesota Statutes, Section 475.58, Subdivision 3(b), as amended, as described in the notice of public hearing attached hereto. I further certify that during the 30-day period following the public hearing, no petition asking for an election on the issuance and sale of up to \$2,375,000 General Obligation Street Reconstruction Bonds of the City was filed in my office.

[The remainder of this page is intentionally left blank.]

WITNESS My hand as City _____ of the City this ____ day of _____,
2020.

(SEAL)

City _____
City of Grand Rapids, Minnesota