



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Mark DuChene, City Engineer
MEETING DATE: May 11, 2021
SUBJECT: Approve Change Order No. 1 for NW Water Tower and Watermain Improvements Professional Services Contract with Bolton & Menk

Background:

In 2019, the City issued a request for proposals (RFP) from consultant engineering firms to provide professional engineering design services related to the proposed NW Area water tower and associated watermain extension project. At the time of the RFP, the exact tower location was unknown and; therefore, certain professional services were excluded from the RFP and noted that if needed these services would be added to the selected consultant's contract via change order. There have also been some costs increases due to the delay of the project based on other conditions that were out of the control of either the City or the Consultant, namely the COVID 19 pandemic as well as the failure of the MN State Legislature to fund related grant programs until late in 2020.

With the water tower and watermain projects nearing completion of the design phase, the City's consultant Bolton and Menk and City staff have negotiated the additional services needed to complete the design that were not accounted for in the original RFP as outlined in the attached letter. Additional costs for this change order will come from the water utility fund (601) in which there are sufficient reserves.

Recommendation:

Staff recommends approval of Change Order No. 1 NW Water Tower and Watermain Improvements Professional Services Contract with Bolton & Menk for an additional cost of \$47,000.00.

Attachments:

- Change Order #1



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& MENK**

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May 5, 2021

Mark DuChene, P.E.
Director of Engineering
City of Faribault, MN
1200 Bellview Trail
Faribault, MN 55021

RE: NW Tower and Watermain
Faribault, Minnesota
Project No.: T21.119018

Mr. DuChene,

This letter is a request to change the original contract due to change in scope and timing for this project. Below outlines various items that have resulted in a change in scope for this project. Also, the length of this project has been extended due to issues outside the City's control such as obtaining information from adjacent property owners and funding from various agencies which has also increased professional services on this project.

Below is a list of the various scope changes/increases resulting from the project to date:

No Survey Provided by Faribault

- Per the original RFP for the project, the City was planning to provide the survey for the project area.
- The city did not provide a base CADD or survey file providing typical topography, property lines, ROW, Easement, etc. This survey would have helped create efficiency on a project like this and minimizes re-designs. Not supplying a full survey to us when we started the project provided upwards of \$50k in savings to the city but created inefficiency issues for our scope of work.
- In lieu of the survey, two existing survey files were provided, one from a past WSB project and another from the Met-Con property. Alignment of both drawings were off and needed to be adjusted with aerial imagery to get the two different files working together appropriately.

Additional work tasks due to not having complete survey data:

- Utilize survey staff to review legal linework/easements/etc., set control, and check accuracy of existing survey linework.
- Merge multiple CADD files together to create our base site survey.
- Manual drafting of existing base/survey quality CADD drawing
- Since no topo data was provided, we had to utilize Lidar for surface elevations and grading. There is a margin of error utilizing this info and it also creates design efficiency issues.
- Private utility coordination, location, and design. We reached out to all the private utilities and mapped utilities. This would have typically been completed with initial survey.
- Drafting/Design/Oversight of future design of "Access Road & Utilities by Others" which was supposed to be designed and constructed prior to our project; giving us a framework for our design. We had to design our improvements with an eye in supporting future private owner modifications to the property by the developer.

Name: Mr. Mark DuChene, P.E.

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- Multiple re-designs and estimate creations to shift/move alignment of watermain (approximately 5-6 iterations)

Other Tasks and items beyond the original scope of the project:

- Design of the filtration/bio-retention basin
- Design of the access road and general site plan improvements not listed in the RFP
- Exploration of Bagley Ave for future watermain extension routing.
- Research and design of tank mixing system and temperature sensing system
- Project timelines have been an issue. Extending this project out creates inefficiency, more touch points, and eats up meeting related budget items.
- Additional permitting that wasn't expected (DNR water crossing) running parallel to I35.
- We created and submitted MnDOT, DNR, Dept of Health permits, and will create/submit MPCA permit after bid. Submission and payment of these permits was a responsibility of the city per the RFP. We continue to track permit submittals to ensure the reviewer has all the required information and produces timely approval of these permits.
- Property & Title Coordination
- Easement and Property Line research
- Survey of Soil Boring locations
- We have hosted multiple meetings with the City and our funding staff to provide information/direction to the City.
- We have drafted newsletters and council resolutions needed for PFA funding.

In summary of the above, the additional work can be broken down into the following major work tasks and fees for each work task.

- Additional Survey Related Work - \$29,500
- Additional Site Plan Design (Access Road, Filtration Basin) - \$6,500
- Funding Assistance and Review - \$4,500
- Additional Permitting and Follow-up - \$3,000
- Additional Costs Due to Project Timing Delays - \$3,500

Per the above, we are requesting an additional \$47,000 in fees to cover the above items. The project is now on the final path to completion as we have set the advertising and bidding schedule and the City has recently secured the BDPI grant funds.

We appreciate your consideration of this request. Please do not hesitate to contact myself at (612) 803-5223 or Mitch Hoeft at (952) 358-1845 with any questions.

Respectfully submitted,

Bolton & Menk, Inc.



Seth A. Peterson, P.E.

Principal Engineer

Cc: Mitch Hoeft, P.E., Bolton & Menk, Inc.