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Public Works

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MEMORANDUM

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

To: Brian Stineman, Public Works Director
FROM: Jim Edgmond, City Engineer
DATE: November 08, 2018
RE: 2nd Street Streetscape Improvements, survey to support project design

INTRODUCTION:

The City is currently preparing to start design for the 2nd Street Improvements from Pine Street to Mulberry Ave. It is anticipated that the contract for professional services will come before council soon. However, to expedite the survey work needed the consultant has requested the survey be approved as quickly as possible so that all or most of the survey can be done still this fall/early winter. The design consultant selected for this design is Bolton-Menk out of Des Moines, Iowa.

BACKGROUND:

The city requested Bolton-Menk to propose on this design due to their experience with the City on Mississippi Drive Corridor Project. Their proposal is for a not-to-exceed sum of \$25,000.00 for the topographic survey to support the final design. This fee is to survey the existing conditions. The city staff requests City Council approve issuing a Purchase Order for this survey work.

RECOMMENDATION/RATIONALE:

Recommend city council approve issuing a Purchase Order in the amount of \$25,000 not-to-exceed to Bolton-Menk for the topographic survey needed to support this project.

BACKUP INFORMATION:

None