


COUNCIL COMMUNICATION

	Number:	21-251	Meeting:	June 14, 2021
	Agenda Item:	66B	Roll Call:	[]
	Submitted by:	Steven L. Naber, P.E., City Engineer		

AGENDA HEADING:

Approving Supplemental Agreement No. 2 to the Professional Services Agreement (PSA) with Bolton & Menk, Inc., for construction staking and construction administration services for 12th Street and Downtown Bumpouts Improvements Project, not to exceed \$72,560.

SYNOPSIS:

Recommend approval of Supplemental Agreement No. 2 to the PSA with Bolton & Menk, Inc. (Bradley C. DeWolf, P.E., President/CEO, 1960 Premier Drive, Mankato, Minnesota, 56001), for a total cost not to exceed \$72,560, based on hourly rates, to provide construction staking and construction administration services for 12th Street and Downtown Bumpouts Improvement Project.

FISCAL IMPACT:

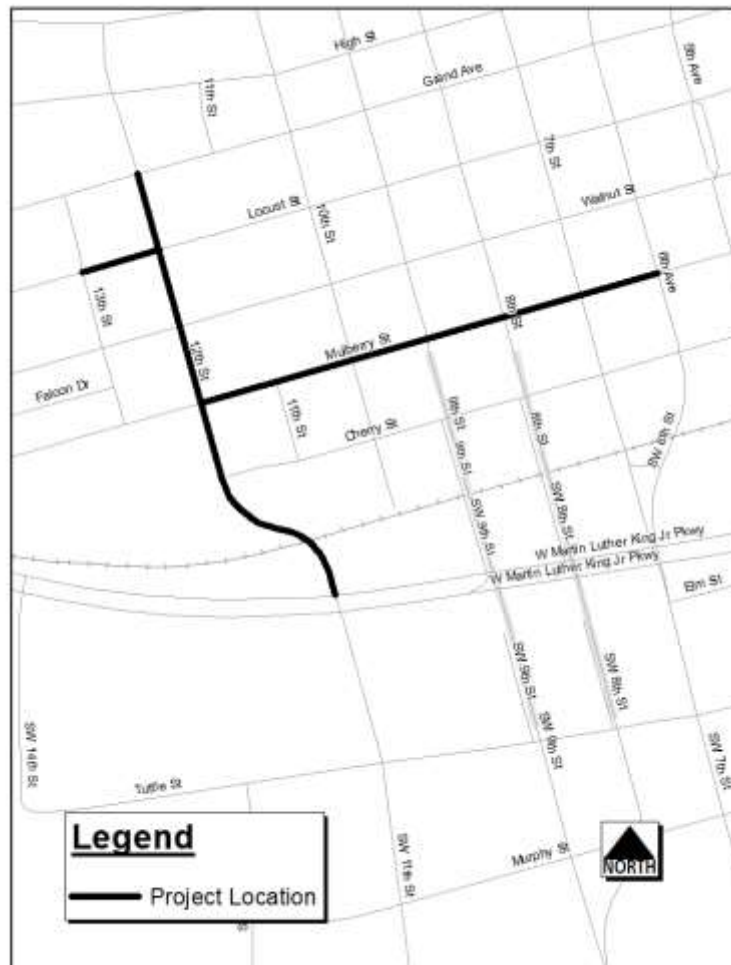
Amount: \$72,560

Funding Source: 2021-2022 CIP, Page 122, Active Transportation, ST269.

ADDITIONAL INFORMATION:

- A number of projects were identified as part of the Connect Downtown completed in November 2017. This design project is planned to complete two (2) projects identified in Connect Downtown.
- In 2015, 12th Street from Mulberry Street to Grand Avenue was converted from one-way to two-way traffic. The changes made with this conversion included pavement markings and traffic control changes only. This project proposes to make these changes permanent, while also adding complete street elements such as concrete bumpouts and bike lanes on 12th Street from Grand Avenue to West Martin Luther King, Jr. Parkway.
- Prior to 2015, during the morning (7:00 a.m. to 9:00 a.m.) and afternoon (4:00 p.m. to 6:00 p.m.) peak hours, parking was prohibited on Mulberry Street from 6th Avenue to 12th Street. The purpose of these peak-hour restrictions was to allow more lane capacity for vehicles. Based on data collection and traffic modeling completed with the Connect Downtown project, these peak-hour restrictions were determined to not be necessary. In 2015, the restrictions were lifted to allow parking on Mulberry Street during all hours of the day.

- The only change made at that time was to remove the peak-hour restriction signage. This project will make these changes permanent on Mulberry Street with the construction of concrete bumpouts. This project will also include bumpouts at the intersection of Locust Street and 13th Street.
- A Request for Proposals (RFP) for professional services for the 12th Street and Downtown Bumpouts Improvement Project was issued and posted on the City’s website. A selection committee of Engineering staff reviewed and rated the 11 proposals received in response to the RFP. Bolton & Menk, Inc. was selected based on the selection criteria in the RFP.
- City staff negotiated a PSA with Bolton & Menk, Inc. for a total cost not to exceed \$118,016, based on hourly rates, to provide design services for the 12th Street and Downtown Bumpouts Improvement Project.
- Supplemental Agreement No. 1 for \$10,600, approved by the City Engineer on March 31, 2021, included additional design services to include bumpouts at the intersection of 11th Street and Mulberry Street, bicycle facilities on 12th Street and West Martin Luther King, Jr. Parkway, and pavement markings on 12th Street from Cherry Street to West Martin Luther King Jr. Parkway.
- City staff has negotiated Supplemental Agreement No. 2 to the Agreement for Professional Services with Bolton & Menk, Inc., for a total additional amount not to exceed \$72,560, based on hourly rates, to provide construction staking and construction administration services.



PREVIOUS COUNCIL ACTION(S):

Date: November 9, 2020

Roll Call Number: [20-1746](#)

Action: [Approving](#) Professional Services Agreement (PSA) with Bolton & Menk, Inc. for design services for the 12th Street and Downtown Bump outs Improvement Project, not to exceed \$118,016. ([Council Communication No. 20-483](#)) Moved by Boesen to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

City staff does not anticipate any future Council actions on this PSA at this time; however, unanticipated changes to this PSA would require an additional Supplemental Agreement, which may require Council action.

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