



**MARSHALL CITY COUNCIL
SPECIAL MEETING AGENDA
MONDAY – 6:00 P.M.
April 22, 2019**

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) PLEDGE OF ALLEGIANCE
- 4) PUBLIC COMMENT ON AGENDA ITEMS – Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any agenda item.
- 5) REPORTS AND RECOMMENDATIONS

A. Michigan Avenue Water Main Project P. 3

City Council will consider the recommendation to approve the bid from Bailey Excavating Inc. of Jackson, MI in the amount of \$1,416,615.87 with an additional contingency amount of \$143,384.13 for a total of \$1,560,000 for the Michigan Avenue Water Main Project. It is also recommended to amend the fiscal year 2019 budget for account 591-900-970.00 by the amount of \$1,560,000.00.

B. MDOT Contracts: Michigan Avenue Sidewalk Ramps and Michigan Avenue Parking Area Paving P. 4

City Council will consider the recommendation to approve the attached resolutions and authorize the City Clerk to sign MDOT Contract No. 19-5162 for Job Number: 204205CON – Michigan Ave. sidewalk ramp construction along Michigan Ave. (I-94 BL) and accept compensation to the city of \$273,100 and MDOT Contract No. 19-5163 for Job Number 204205CON – Michigan Ave. Parking bay construction for the associated costs of \$60,600. It is also recommended that City Council amend the fiscal year 2019 budget for 202-900-970.00 by the amount of \$60,600 as this capital project was not budgeted for.

C. Professional Engineering Services – Stantec Consulting P. 8

City Council will consider the recommendation to approve the increased costs from Stantec Consulting of Ann Arbor in the amount not to exceed \$30,000 for additional design services and to increase the previously proposed part-time project oversight not-to-exceed amount of \$50,600 to full-time project oversight for an increased amount of \$167,200, for a not-to-exceed total of \$217,800. It is also recommended that City Council amend the fiscal year 2019 budget for 591-900-970.00 by the amount of \$301,400 as this capital project was not budgeted for.

D. MDOT Contract for Rehabilitate Runway-Airfield Marking P. 10

City Council will consider the recommendation to approve the resolution and authorize the City Clerk to sign MDOT Contract No. FM 84-00-C52, Project No. B-26-000-1119 for Rehabilitate Runway – Airfield Paint Marking.

Mayor:

Joe Caron

Council Members:

Ward 1 - Scott Wolfersberger

Ward 2 - Nick Metzger

Ward 3 - Jacob Gates

Ward 4 - Michael McNeil

Ward 5 - Ryan Underhill

At-Large - Ryan Traver



6) **PUBLIC COMMENT ON AGENDA ITEMS** – Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any agenda item.

7) **ADJOURNMENT**

Respectfully submitted,

A handwritten signature in black ink, which appears to read "Tom Tarkiewicz". The signature is written in a cursive style with a large, sweeping flourish at the end.

Tom Tarkiewicz
City Manager

April 22, 2019

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ADMINISTRATIVE REPORT
April 22, 2019 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Kristin Bauer, Director of Public Services
Aaron Ambler, Water Superintendent
Tom Tarkiewicz, City Manager

SUBJECT: Michigan Ave Water Main Project

BACKGROUND: In conjunction with a paving project to be completed by the Michigan Department of Transportation (MDOT) during the fall of 2019 along Michigan Avenue (I-94 BL) from Sycamore Street to Marshall Avenue bids were requested for the installation of approximately 2,750 LF of new replacement water main with all appurtenances, ADA sidewalk ramp upgrades/curb bump outs and drainage upgrades.

Two (2) bids were received on April 12, 2019 for this work, they are as follows:

Bailey Excavating, Inc., Jackson, MI:	\$1,416,615.87
Hunter Prell Company, Battle Creek, MI:	\$1,926,425.00

RECOMMENDATION: It is recommended that City Council approve the bid for this work and award the project to Bailey Excavating Inc. of Jackson, Michigan in the amount of \$1,416,615.87 with an additional contingency amount of \$143,384.13 for a total of \$1,560,000.00. It is also recommended that City Council amend the fiscal year 2019 budget for 591-900-970.00 by the amount of \$1,560,000.00 as this capital project was not budgeted for.

FISCAL EFFECTS: To authorize a contract in the amount of \$1,416,615.87 with an additional contingency amount of \$143,384.13 for a total of \$1,560,000.00 to be expensed from the Water Department Capitol Project budget line item, 591-900-970.00. This project was not budgeted for in the FY19 Capital Improvement Budget as MDOT added this project after the city's budgets were developed. Funds for this project will be provided from bond proceeds from the sale of water bonds whose intent to sell was approved by City Council on December 17, 2018.

CITY GOAL CLASSIFICATION: GOAL AREA 4. INFRASTRUCTURE

Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Kristin Bauer
Director of Public Services

Aaron Amber
Water Superintendent

Tom Tarkiewicz
City Manager

23 W. Michigan Ave.
Marshall, MI 49068
p 269.781.5183
f 269.781.3835
cityofmarshall.com



ADMINISTRATIVE REPORT
April 22, 2019 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Kristin Bauer, Director of Public Services
Tom Tarkiewicz, City Manager

SUBJECT: MDOT Contract for Michigan Ave. Sidewalk Ramps
Job No.: 204205CON, MDOT Contract No. 19-5162; and

MDOT Contract for Michigan Ave. Parking Area Paving
Job No.: 204205CON, MDOT Contract No. 19-5163

BACKGROUND: The City along with the Michigan Department of Transportation (MDOT), for optimized coordination of work along the Michigan Ave (I-94 BL) Corridor between Sycamore St. and Marshall Ave., has agreed to have the city complete some construction work that typically would have been completed by MDOT as part of their project. This partnership has allowed for better coordination between contractors in an effort to minimize disruptions throughout the downtown area. As part of this agreement MDOT has agreed to compensate the City of Marshall for the work being completed on our contract, including a portion of the project oversight and other applicable construction items.

Bids were received for the water main project and within this bid was pricing for curb bump outs extensions and ADA ramp work at an estimated amount of \$399,689.30. MDOT has agreed to compensate the city an estimated amount of \$273,100 to cover their scope of work associated with the required ADA ramp upgrades.

As part of their work on Michigan Ave. MDOT will be milling and resurfacing the parking lanes along Michigan Ave. this work is not covered by MDOT funds and the city has agreed to pay for this work. The estimated cost for this milling and resurfacing is \$60,600 with a required deposit to MDOT of \$24,200.

RECOMMENDATION: It is recommended that the City Council approve the attached resolutions and authorize the City Clerk to sign MDOT Contract No. 19-5162 for Job Number: 204205CON – Michigan Ave. sidewalk ramp construction along Michigan Ave. (I-94 BL) and accept compensation to the city of \$273,100 and MDOT Contract No. 19-5163 for Job Number 204205CON – Michigan Ave. Parking bay construction for the associated costs of \$60,600. It is also recommended that City Council amend the fiscal year 2019 budget for 202-900-970.00 by the amount of \$60,600 as this capital project was not budgeted for.

FISCAL EFFECTS: Revenue in the amount of \$273,100 will be received and placed in a revenue account for the Water Department to offset construction costs for portion of this capitol project work. Funds for the associated costs for

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

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paving of the parking lane will be provided by the Major Street Fund 202-900-970.00 with associated budget adjustments.

CITY GOAL CLASSIFICATION: GOAL AREA 4. INFRASTRUCTURE

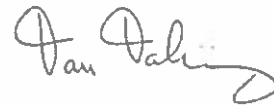
Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,



Kristin Bauer
Director of Public Services



Tom Tarkiewicz
City Manager

**CITY OF MARSHALL, MICHIGAN
RESOLUTION # 2019-**

WHEREAS, the City Council of the City of Marshall has reviewed attached Contract #19-5162 for Control Section: GF19 13044, Job Number: 204205CON with the Michigan Department of Transportation (MDOT) for sidewalk ramp construction work along Highway I-94 BL (Michigan Ave.), City of Marshall, Calhoun County, Michigan; and

WHEREAS, the City Council agrees to have city staff and their contractors complete the agreed upon scope of work to maximize coordination efforts and minimize disruptions to the downtown area for work that normally would have been completed by MDOT as part of their project; and

WHEREAS, the estimated total expense for this portion of the project is \$399,689.30; and

WHEREAS, MDOT's participation in the project is estimated at \$273,100; and

WHEREAS, the City Council understands and agrees to the contract and its attached conditions, certifications and documentation.

NOW THEREFORE BE IT RESOLVED that based upon a motion made by XXXX, and supported by XXXX, to authorize Trisha Nelson, Clerk to sign MDOT Contract #19-5162 for Control Section: GF19 13044, Job Number: 204205CON.

Voting For:

Voting Against:

Absent:

CERTIFICATION OF CITY CLERK

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 22nd day of April, 2019.

Trisha Nelson, City Clerk

Date

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2019-**

WHEREAS, the City Council of the City of Marshall has reviewed attached Contract #19-5163 for Control Section: GF19 13044, Job Number: 204205CON with the Michigan Department of Transportation (MDOT) for the parking bay paving along Michigan Ave. (I-94 BL), City of Marshall, Calhoun County, Michigan; and

WHEREAS, the City Council agrees to utilize Funds from the City's MVH Major & Trunkline Fund to fund the "participating" improvements as stated within contract #19-5163; and

WHEREAS, the City participation in this project is estimated at \$60,600 with a required deposit of \$24,200; and

WHEREAS, the City Council understands and agrees to the contract and its attached conditions, certifications and documentation.

NOW THEREFORE BE IT RESOLVED that based upon a motion made by XXXX, and supported by XXXX, to authorize Trisha Nelson, Clerk to sign MDOT Contract #19-5163 for Control Section: GF19 13044, Job Number: 204205CON.

Voting For:

Voting Against:

Absent:

CERTIFICATION OF CITY CLERK

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 22nd day of April, 2019.

Trisha Nelson, City Clerk

Date



ADMINISTRATIVE REPORT
April 22, 2019 City Council Meeting

REPORT TO: Honorable Mayor and City Council

FROM: Kristin Bauer, Director of Public Services
Aaron Ambler, Water Superintendent
Tom Tarkiewicz, City Manager

SUBJECT: Professional Engineering Services – Stantec Consulting
Michigan Ave. Water Main Design & Construction Oversight

BACKGROUND: On September 17, 2018 City Council approved several contracts with Stantec Consulting of Ann Arbor, MI to assist city staff with development of construction documents and provide construction oversight on several projects. During the development of this project and the coordination of associated projects between the Michigan Department of Transportation (MDOT), Consumers Energy (CE) and the City of Marshall it was determined that work to be completed by MDOT would be more efficiently handled within the city's construction project. This would allow for better coordination of contractors in an effort to minimize disruptions to the downtown area. Additionally, near the end of the project, the scope was again expanded to include provisions and design for the underground conduit and wiring for the future lighting of downtown street trees.

As a result of these project scope changes the city and its consultant, Stantec, was required to design and coordinate a larger project scope and will be managing a project much larger than previously anticipated. The City Council approved Stantec's engineering and design oversight costs for a not-to-exceed amount of \$102,400 which included \$51,800 for design and \$50,600 for part-time construction oversight.

As a result of the expansion of the project scope additional design costs were incurred by Stantec in the amount not to exceed \$30,000. The city has also requested Stantec to expand their project oversight from part-time to full-time construction coverage to assist city staff in management of the project. This full-time on-site project manager will oversee field operations, the contractors and sub-contractors while also providing the city a liaison to assist with communications throughout the project to the downtown businesses and others impacted by the construction project. Additional costs for full-time project oversight is estimated not to exceed \$167,200 for a total of \$217,800.

As the city's project will be completing work that would have typically been completed by MDOT as part of their project MDOT has agreed to compensate the city, via contract, the costs for the ADA ramp upgrade work including a portion of the project oversight and other associated construction costs.

RECOMMENDATION: City staff recommends that City Council approve the above increased costs for Stantec Consulting of Ann Arbor in the amount not to exceed \$30,000 for additional design services and to increase the previously

323 W. Michigan Ave.
Marshall, MI 49068
p 269.781.5183
f 269.781.3835
cityofmarshall.com

proposed part-time project oversight not-to-exceed amount of \$50,600 to full-time project oversight for an increased amount of \$167,200, for a not-to-exceed total of \$217,800. It is also recommended that City Council amend the fiscal year 2019 budget for 591-900-970.00 by the amount of \$301,400 as this capital project was not budgeted for.

FISCAL EFFECT: To authorize an increased amount not to exceed \$30,000 for additional design services and an increase to the previously approved project oversight amount from the not-to-exceed amount of \$50,600 to \$217,800 for full-time oversight. Funds for this project will be provided from bond proceeds from the sale of water bonds whose intent to sell was approved by City Council on December 17, 2018.

CITY GOAL CLASSIFICATION: GOAL AREA 4. INFRASTRUCTURE

Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,



Kristin Bauer, P.E.
Director of Public Services



Aaron Ambler
Water Superintendent



Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
April 22, 2019 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council
FROM: Kristin Bauer, Director of Public Services
Tom Tarkiewicz, City Manager
SUBJECT: MDOT Contract for Rehabilitate Runway – Airfield
Paint Marking; Contract No. 2019-0396

BACKGROUND: The City has received a block grant from the Federal Aviation Administration (FAA) and managed by the Michigan Department of Transportation (MDOT-AERO) for airport development projects at Brooks Field under the federal Airport Improvement Program. As part of this program MDOT-AERO approved completion of a project for rehabilitation of the runway via Crack Sealing & Paint Marking. Due to weather considerations last fall the paint marking was not completed after the crack sealing was finished. As such MDOT-AERO has sent a new contract for completion of this work during 2019

Costs for the runway rehabilitation projects are divided between the Federal Aviation Administration, the State of Michigan and the City of Marshall as follows:

Rehabilitate Runway Airfield Crack Filling and Pavement Marking: \$11,000

Federal (FAA) Portion:	\$ 9,900
State (MDOT) Portion:	\$ 550
<u>City of Marshall Portion:</u>	<u>\$ 550</u>
	\$11,000

RECOMMENDATION: It is recommended that the City Council approve the attached resolution and authorize the City Clerk to sign MDOT Contract No. FM 84-00-C52, Project No. B-26-0000-1119 for Rehabilitate Runway – Airfield Paint Marking.

FISCAL EFFECTS: Funds in the amount of \$550 are available within the Airport Capital Outlay expenditure line item 295-900-970.00 and was part of the city's FY19 Capital project plan

CITY GOAL CLASSIFICATION:

Infrastructure Goal Statement: Preserve, rehabilitate, maintain and expand all city infrastructure and assets.

ALTERNATIVES: As suggested by the Council.

323 W. Michigan Ave.
Marshall, MI 49068
p 269.781.5183
f 269.781.3835
cityofmarshall.com

Respectfully submitted,

Kristin Bauer
Director of Public Services

Tom Tarkiewicz
City Manager

**CITY OF MARSHALL, MICHIGAN
RESOLUTION # _____**

WHEREAS, the City Council of the City of Marshall has reviewed attached Contract #2019-0396 for Federal Project B-26-0000-1119 with the Michigan Department of Transportation for Rehabilitate Runway - Airfield Paint Marking; and

WHEREAS, the City Council agrees to utilize the combination of federal, state, and local funding to fund these improvements as stated within contract #2019-0396 and contract #FM 84-00-C25 to be performed; and

WHEREAS, the estimated total expense of these projects are \$11,000; and

WHEREAS, the City participation in the projects is estimated at \$550; and

WHEREAS, the City Council understands and agrees to the contract and the attached conditions, certifications and documentations.

NOW THEREFORE BE IT RESOLVED that based upon a motion made by _____, and supported by _____, to authorize Trisha Nelson, Clerk to sign contract #2019-0396 for federal project B-26-0000-1119 and contract #FM 84-00-C25

Voting For:

Voting Against:

Absent:

CERTIFICATION OF CITY CLERK/TREASURER

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 22nd day of April, 2019.

Trisha Nelson, City Clerk

Date