

***BEMIDJI CITY COUNCIL
CITY OF BEMIDJI***

**NOTICE OF SPECIAL MEETING OF CITY COUNCIL
PURSUANT TO MINNESOTA STATUTES
SECTIONS 13D.04 AND 13D.021**

**NOTICE OF SPECIAL MEETING OF CITY COUNCIL BY
TELEPHONE OR OTHER ELECTRONIC MEANS**

NOTICE IS HEREBY GIVEN that the City Council of the City of Bemidji will hold a Special Council Meeting on Monday, June 8, 2020 at 5:30 p.m. at Bemidji City Hall.

In accordance with the requirements of Minn. Stat. Sections 13D.04 and 13D.021, Mayor Rita C. Albrecht, has determined that an in person meeting is not practical or prudent because of a health pandemic and Peace Time State of Emergency, declared under Chapter 12 of the Minnesota Statutes.

Because of the health pandemic and Peace Time State of Emergency, it has been determined that attendance at the regular meeting location by members of the public is not feasible.

Because of the health pandemic and Peace Time State of Emergency, it has been determined that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel or chief administrative officer is not feasible.

Therefore, some or all of the City Council members may be participating by telephone or other electronic means.

To join by video conference, go to Cisco Webex website, click on join in the upper right corner and enter information below (access will open at 5:00 p.m.):

Meeting number (access code): 126 556 6412

**Meeting password: d7iHQKmZ9A8 (37447569 from phones & video systems)
Click Join Meeting**

To join by phone, dial: +1-408-418-9388. Follow the prompts and use the following access codes (access will open at 12:30 p.m.):

Meeting number (access code): 126 556 6412

Meeting password: d7iHQKmZ9A8 (37447569# from phone & video systems)



BEMIDJI CITY COUNCIL
Special Meeting of Council
Agenda
Monday, June 8, 2020

City Hall – 317 4th Street NW
Chambers
5:30 P.M.

1. CALL TO ORDER / ROLL CALL
2. CONSIDER NORTH COUNTRY PARK NATURAL PLAYGROUND PROJECT
3. CONSIDER AWARDING BID FOR NEAR TERM WATER TREATMENT PLANT PROJECT– CITY PROJECT 20-03
4. ADJOURN

COUNCIL AGENDA ITEM



Meeting Date: June 8, 2020

Action Requested: North Country Park Natural Playground Project
Approve Final Design

Prepared By: Marcia Larson, Parks and Recreation Director *ml*

Reviewed By: Nate Mathews, City Manager

Background

In August of 2019, the City Council approved a Memorandum of Understanding between the Parks and Recreation Department and the Bemidji Rotary Club outlining the partnership and creation of a committee to facilitate the Natural Playground project. Since the fall of last year, a joint Natural Playground Committee was formed which includes Rotary Members, Parks and Recreation Commissioners and Park and Recreation staff. The Natural Playground Committee has set a bimonthly meeting to plan for the project. I have attached a list of committee members and the vision statement for the Natural Playground Committee. In February of this year, the City Council approved a contract for consultant services for the full design and construction documents with Learning Landscapes Designs.

Since February, Kerry White, Learning Landscapes Designs, has worked with the community, committee, and Parks and Recreation Commission to create the final design for the Natural Playground at North Country Park. In early March, Kerry White, met with staff to conduct a site visit, met with the natural playground committee and Parks and Recreation Commission and held a community wide workshop. The workshop was held at the National Guard Armory with hundreds of youth and adults participating in hands on activities with the goal of providing input into the design. Following the public meetings, the committee continued to meet and provide input shaping the design to meet the needs/wants of the community. The final design represents the dream playground – and is a phased approach to building this playground. The goal of the committee is to build Phase I and continue to seek funding for Phase II and the other components some of which are smaller/lower cost items or potential volunteer build.

The phasing costs estimates included in the packet are in line with the original estimate identified by the Rotary Club and the Parks and Recreation Department. The construction funding is estimated at \$75,000 (which includes approximately \$20,000 of volunteer materials and labor). This includes a \$30,000 commitment from the Bemidji Rotary Club. The original timeline was to construct in Fall of 2020, we anticipate this timeline will be moved back to Spring of 2021 for the majority of the work, but feel there is some aspects such as seeding and water line extension that could happen this Fall.

Recommendation:

It is recommended that the City Council approve the Final Design of the Natural Playground for North Country Park as presented.

Natural Playground Committee

The vision for North Country Park Natural Playground is to inspire a life-long love of nature through informal play, healthy development, outdoor learning, and community stewardship.

Committee Members:

Jordan Anderson, Bemidji Rotary Club

Becky Bergquist, Bemidji Rotary Club

Paul Diehl, Bemidji Rotary Club

Lynn Eaton, Bemidji Rotary Club

Don Heinonen, Parks and Recreation Commission

Tina Kaney, Parks and Recreation Commission

Marcia Larson, Parks and Recreation Director

Brad Olson, Bemidji Rotary Club

Deborah Pfaff, Bemidji Rotary Club

Chris Richardson, Recreation Staff

Jared Stull, Parks Superintendent

Wendy Kvale, Parks and Recreation Commission



N Country Park – Nature Playscape

Phasing Costs

PURPOSE: N Country Park Nature Playscape Phasing Costs

DATE: 6/8/20

TO: Bemidji City Council

The following is the estimate of probable costs associated with the proposed nature playscape at N Country Park. The estimate of probably costs are broken down into the phases in which they will be constructed. The actual costs of construction will vary depending on contractor bids and the level of participation by volunteers.

1. Phase 1: Pollinator Path and Creation Station areas

- Cost includes demo, erosion control, materials, labor, waterline, and planting. Does not include shade sail, see phase 3 below.
- Estimate of probable cost: \$95,000 (Assumes contractor installation of all components)
- Costs can be reduced with volunteer participation. Volunteer task could include planting installation and construction of site furnishing. Depending on the level of volunteer involvement the estimate of probable cost could be reduced by as much as \$20,000.

2. Phase 2: Fallen Timbers area

- Cost includes excavation, earth moving, erosion control, labor, materials, paving, surfacing, and planting. Does not include double nest swing, see phase 3 below.
- Estimate of probable cost: \$70,000

3. Phase 3: Future Expansion area

- Cost includes materials, surfacing, and installation of the double nest swing and shade sail.
- Estimate of probable cost: \$52,000

4. Phase 4: Forest Trail Station

- Cost is an allowance for a custom station along the existing mowed path.
- Estimate of probable cost: \$6,000 each station

Each of the estimates above includes the following assumptions:

- 10% for contractor overhead and bonding
- 1% costs for permitting
- 5% costs for contingency



Playscape Design Concept

The North Country Park playscape is a place that builds connection; between community members and with nature. This concept incorporates existing site features and relies on community resources to create 3 dynamic play & adventure areas.

This is an ambitious project for the available budget however, with the right team & resources you can get the most for your funds. The suggested approach relies on:

- volunteer lumber construction from scouts
- donated logs
- balanced cut and fill
- local artist installations

The 3 main play and adventure areas include:

Pollinator Path- This area builds upon and enhances the existing infrastructure to create a habitat area that encourages passive play and educational opportunities.

Creation Station- This area utilizes the existing concrete pad and adds elements for exploration and discovery.

Fallen Timbers- The climbing elements are located adjacent to the existing net climber and uses local logs and boulders to create varying levels of challenges. The grassy play mounds are a dynamic play element for all ages in both the summer and the winter. This area helps to eliminate the need to haul off excavated material from the site and is intended to grow over time with excavated material from future municipal projects.

The **Forest Trail Stations** are in addition to the 3 main play and adventure areas. The stations are located within clearings along the path throughout the wooded area and can be installed with any available left over funds or can be phased in at a later date.



Pollinator Path

Creation Station

Fallen Timbers

Pollinator Path

- ① Existing Pathway
- ② Existing Pollinator Garden
- ③ Existing Drainage Channel
- ④ Garden Bridges* (x3)
- ⑤ Habitat Houses* (x4)
- ⑥ Insect Hotel* (x1)
- ⑦ Native Seed Mix Infill
- ⑧ Musical Instrument
- ⑨ Garden Signs** (x6)

Creation Station

- ⑩ Sand Digging Area with Buried Treasures
- ⑪ Hand Water Pump (x2)
- ⑫ Elevated Water Channels*
- ⑬ Fishing Pier
- ⑭ Workshop Tables* (x2)
- ⑮ Nature Lab
- ⑯ Fort Building Area
- ⑰ Bench* (3 existing, 2 new)
- ⑱ Raised Garden Beds*
- ⑲ Existing Concrete Pad
- ⑳ Shade Sail

Fallen Timbers

- ㉑ Crisscross Climbing Logs
- ㉒ Log Steppers
- ㉓ Stump Jump
- ㉔ Tall Timber Traverse
- ㉕ Use Zone
- ㉖ Existing Net Climber
- ㉗ Play Hill
- ㉘ Boulder Scramble & Fox Den
- ㉙ Asphalt Path - Trike Loop
- ㉚ Engineered Wood Fiber Surfacing
- ㉛ Grassy Play Mounds**

Site Elements

- ㉜ Split Rail Fence
- ㉝ Planting Bed
- ㉞ Bench* (x3)
- ㉟ Art Installation (x5)
- ㊱ Double Nest Swing Expansion Area**
- ㊲ Existing Trail Head
- ㊳ Existing Asphalt Path
- ㊴ Existing Tree Line
- ㊵ New Shade Trees

* Suggested Volunteer Build Item
 ** Suggested Low Priority Item

Forest Trail Stations**

- Possible trail station may include:
- Honeycomb Climber
 - A-Frame Log Climber
 - Tree Canopy Bench
 - Fort Building Area
 - Play House
 - Nature Lab
 - Music Area

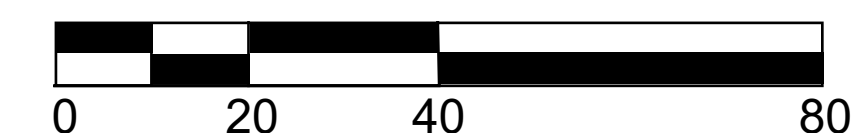
(Location not shown on plans, see image sheet for concepts)



North Country Park - Final Concept Plan

Bemidji, MN

May 13, 2020



Pollinator Path



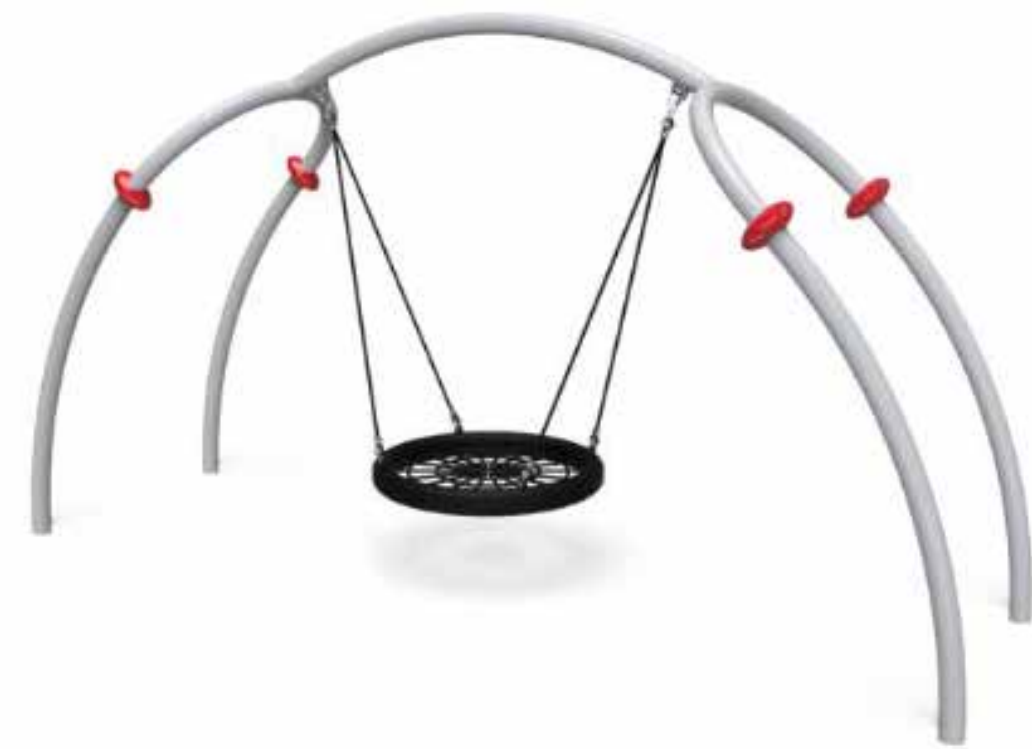
Art Installation Ideas



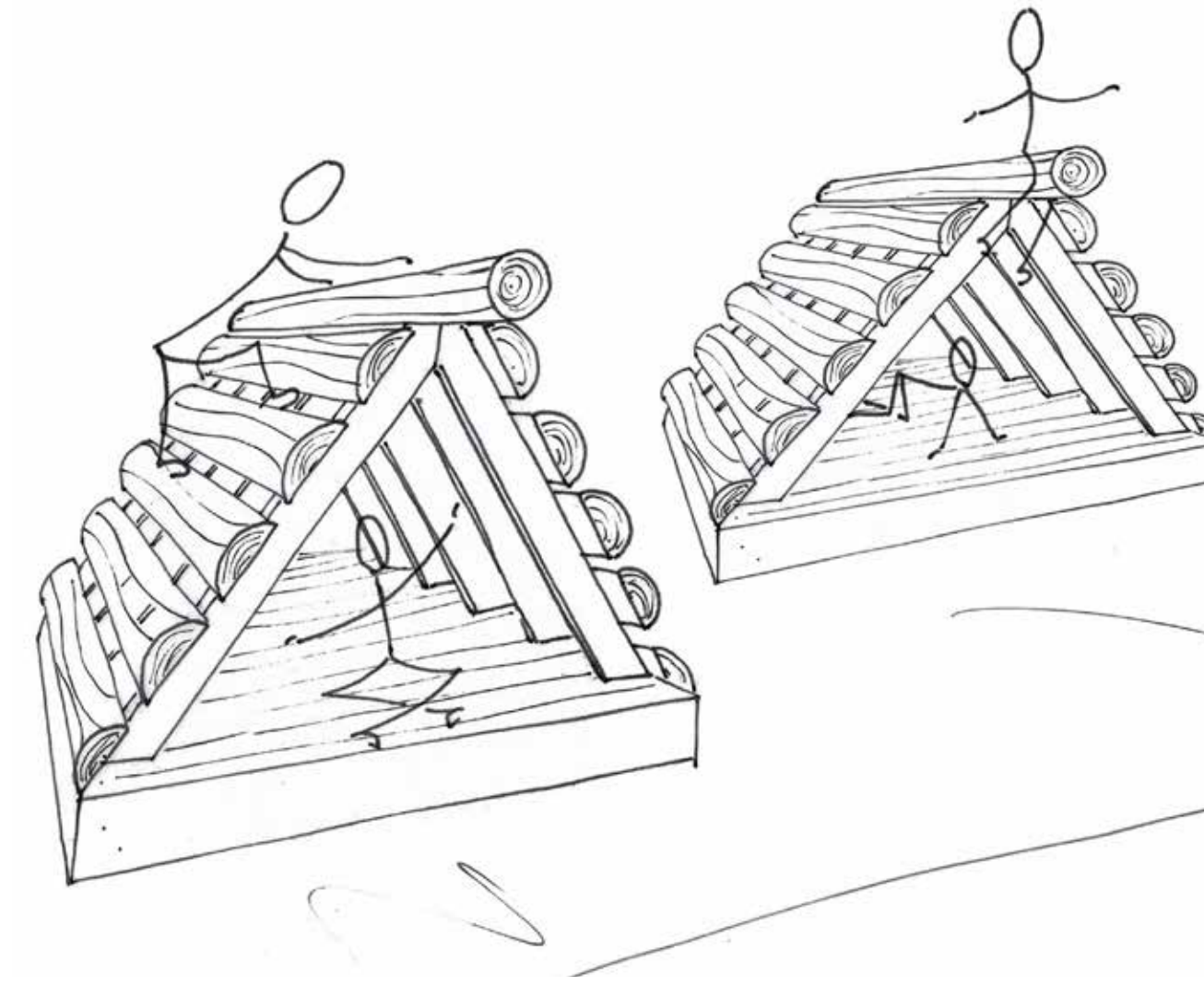
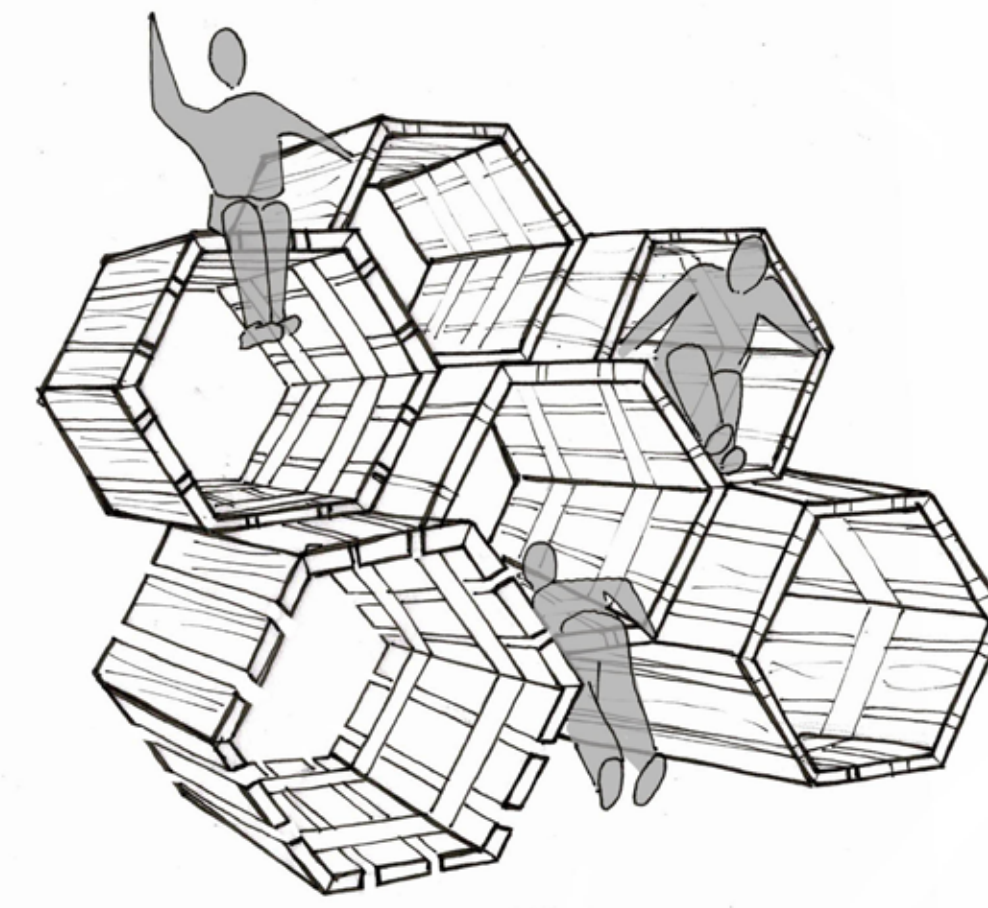
Creation Station



Fallen Timbers



Forest Trail Stations



North Country Park - Final Concept Images

Bemidji, MN

May 13, 2020



COUNCIL AGENDA ITEM



Meeting Date: March 16, 2020

Action Requested: Near Term Water Treatment Plant – Consider Award of Bid – City Project 20-03

**Prepared By: Craig J. Gray, P.E.
Director of Public Works/City Engineer**

Reviewed By: Nate Mathews, City Manager

Discussion

Bids were opened on June 2 for the fourth and final bid package for the construction of the city's new water treatment plant. This bid package ties the first three packages together into one contract. These bids are for the general construction contractor that will actually construct the plant. The total bid submitted includes the first three bid packages. The following bids were received:

Rice Lake Contracting

Base Bid:	\$3,220,604.95
Precast Building Panels:	\$ 636,133.05
Iron & Manganese System:	\$ 997,323.00
GAC Treatment System:	<u>\$1,207,739.00</u>
Total Bid:	\$6,061,800.00

Gustafson & Goudge, Inc.

Base Bid:	\$3,652,000.00
Precast Building Panels:	\$ 636,133.05
Iron & Manganese System:	\$ 997,323.00
GAC Treatment System:	<u>\$1,207,739.00</u>
Total Bid:	\$6,493,195.05

Kraus-Anderson Construction Co.

Base Bid:	\$3,699,000.00
Precast Building Panels:	\$ 636,133.05
Iron & Manganese System:	\$ 997,323.00
GAC Treatment System:	<u>\$1,207,739.00</u>
Total Bid:	\$6,540,195.05

Based on the bids submitted the low bidder is Rice Contracting with a total bid of \$6,061,800. A recommendation letter from Barr Engineering is attached.

Finance

In addition to the bid prices that are shown, the total project cost that the city will need to budget for includes construction contingencies, engineering design, construction inspection and construction administration. We will also need to upgrade one of our existing sanitary sewer lift stations to handle the plant discharge and it is likely that motor upgrades to some of our existing wells may be needed. The extent of the well upgrades isn't known for sure, but we will know more once we are into the construction process.

Total Water Plant Project Costs

Rice Lake Contracting:	\$6,061,800	
Design Engineering:	\$ 480,000	(7.9%)
Construction Inspection & Administration	\$ 440,000	(7.3%)
City Engineering Time Billed to Project	\$ 45,200	
Construction Contingency (Change Orders)	\$ 180,000	(3.0%)
Lift Station Upgrade	\$ 40,000	
Motor Upgrades to existing wells	<u>\$ 100,000</u>	
TOTAL PROJECT COST	\$7,347,000	

Barr's proposal for construction services is attached and should also be approved this evening.

Funding for the project will ultimately come from the water utility fund if state bond funds are not received. The city manager and/or finance director will provide additional information on project funding at the meeting.

Recommendation:

It is recommended that the city council pass a motion awarding the bid for the Near Term Water Treatment Plan, City Project 20-03, to Rice Lake Contracting in the amount of \$6,061,800 and approving the attached proposal from Barr Engineering in an amount not to exceed \$440,000.

June 2, 2020

Craig Gray
Director of Public Works/City Engineer
City of Bemidji
1351 5th Street NW
Bemidji, MN 56601

Re: City Project No. 20-03, City of Bemidji Near Term Water Treatment Plant - Construction

Dear Mr. Gray:

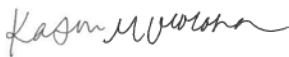
Bids were received on June 2, 2020, for the above-referenced project. The project was advertised for bidding on May 11, 2020, and three general contractors provided bids. The Base Bids received are as tabulated below:

1.	Rice Lake Construction Corp.	\$6,061,800.00
2.	Gustafson & Goudge, Inc.	\$6,493,195.05
3.	Kraus-Anderson Construction Co.	\$6,540,195.00

We have reviewed the bids and their attachments and recommend that the project be awarded to the apparent low bidder, Rice Lake Construction Corp. (Rice Lake). A copy of Rice Lake's bid is attached.

Please let me know if you have questions about this project.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kathryn M. Wolohan".

Kathryn M. Wolohan, P.E.

Enclosure

May 20, 2020

Craig Gray
City Engineer/Public Works Director
City of Bemidji
1351 5th Street NW
Bemidji, MN 56601

Re: Cost Proposal – Bemidji Near Term Water Treatment Plant Construction Services

Dear Craig:

The purpose of this document is to outline the scope of construction services that Barr Engineering Co. (Barr) will provide to the City of Bemidji (City) during bidding, construction, and start-up of the near term water treatment plant. Our proposed construction services include the tasks described in the following sections.

Task 1 – Assistance During Bidding Phase

Barr will provide bidding assistance prior to award of the construction contract. Bidding phase services will run from May 11 to June 5, 2020. Our scope and budget assumptions include:

1. Facilitation of a virtual pre-bid meeting
2. Bidding assistance, including coordination with potential contractors, preparation of two addenda, and responding to questions from various stakeholders
3. Assistance with assembly of contract awards and documents
4. Lining up special service subcontractors for construction phase work, including but not limited to: special inspections, materials testing, construction surveying, treatment system SCADA integration and programing, etc.

Task 2 – Construction Administration and Meetings

Barr will provide construction administration services from the start of construction and throughout the estimated 30-week construction timeframe from July 1, 2020 through January 29, 2021 (anticipated substantial completion), plus various administration tasks between the substantial completion date and the final completion date. Our scope and budget assumptions include:

1. Facilitation of an onsite pre-construction meeting (in-person attendance by Barr's project principal, project manager, one project engineer, and construction observation technician).
2. Coordination with the contractor during construction, including:
 - a. Response to requests for information (RFIs),
 - b. Shop drawing services including:
 - i. Receive shop drawings and maintain a shop drawing log
 - ii. Review shop drawings for approval

- iii. Prepare final shop drawing record for construction file
 - c. Prepare and process change orders
 - d. Process field orders
3. Weekly, 1-hour construction meeting participation, in-person and virtually:
 - a. In-person participation every other week by Julie Macejkovic or Katie Wolohan (virtual attendance the other weeks), assumes staff onsite for 4 hours during in-person participation weeks, and no lodging fees.
 - b. In person participation at up to two meetings by Brian LeMon.
 - c. Civil, architectural, structural, mechanical, and electrical discipline participation virtually, as needed.
4. Review of contractor applications for payment and prevailing wage tracking and documentation.

Task 3 – Construction Observation

Barr will provide construction observation services over the estimated 30-week construction timeframe, July 1, 2020 through January 29, 2021 (anticipated substantial completion), with less frequent observation between substantial completion and final completion. Our scope and budget assumptions include:

1. Onsite construction observation by Dan Caron for approximately 24 hours per week (some weeks more, and some less) for the estimated 30-week construction period.
 - a. Dan Caron will stay overnight at his cabin (within 1-hour of the City). The City will not be charged for Dan's travel time or mileage to/from his cabin to the project site, but will be charged for drive to/from the cabin to Dan's home in the Twin Cities metro once every other week.
 - b. The city will not be charged for rental of Dan's cabin or other lodging fees for Dan
2. Two, 2-day trips for onsite construction observation by the structural engineer of record, Mustafa Igdelioglu, to monitor precast building panel installation, plus lodging fees.
3. Barr will contract directly with a local construction surveyor for this project.

Task 4 – Treatment System Start-Up Support

Barr will provide treatment system start-up support to ensure successful treatment system operation per the design. Our scope and budget assumptions include:

1. In-person start-up support and punch list development and follow-up by Dan Caron, Julia Macejkovic, and Katie Wolohan.
 - a. Estimate up to six total 2-day trips (including lodging fees), not occurring simultaneously, between these three staff during start-up. During these trips, punch lists will be developed and submitted to the contractor for follow-up.
2. In-person start-up support and punch list development, for one representative for each engineer of record (civil engineer, architect, structural engineer, mechanical/HVAC engineer, and electrical engineer).
 - a. Estimate one, 2-day trip per discipline (including lodging fees).
 - b. Additional trips may be needed if significant punch list work is required. If so, these will be coordinated with the City and billed over and above the fee shown below.
3. Up to one day-trip by Brian LeMon, no lodging fees.

Task 5 – Project Management and Close-Out

Barr will provide project management services over the estimated 30-week construction timeframe and construction close-out services between substantial and final completion. Our scope and budget assumptions include:

1. Project management services and overall coordination to ensure successful project execution and City satisfaction
2. Project close-out services including preparation of required documentation and as-built drawing updates.
3. Project close-out services will include the assembly of all relevant as-built drawings and equipment seller and contractor-provided operations and maintenance (O&M) manuals into a single O&M Manual for the City's reference.

Additional Assumptions

The tasks described in this scope of work proposal are affected by the duration of construction and estimated substantial and final completion. Barr cannot control most aspects related to construction activities, progress, and completion. Construction services will be billed to Bemidji on a time and materials basis not to exceed the fee proposal shown below without prior authorization from the City.

The City of Bemidji will contract with the other necessary subcontractors, with the exception of the construction surveyor. Barr will assist the City in obtaining quotes for subcontractor work agreed upon. The City will pay subcontractors directly, and these costs are not included in the fee below, again with the exception of the construction surveyor. At this time no sub-consultants are anticipated; however, should they be needed costs will be billed directly to the City and are not included in the fee proposal shown below.

Schedule

We have already begun work at your direction on some of tasks outlined in this proposal. We anticipate that substantial completion will occur on or before January 29, 2021, and final completion will occur on June 15, 2021. Project support through the estimated final completion date of June 15, 2021, is included in this scope of work and proposed budget. Note Barr cannot and does not guarantee this schedule can be met since many elements are outside of our control.

Budget

Barr estimates that the scope of work presented in this proposal will be completed for **\$440,000**. A cost breakdown by task is provided in the table below.

Task 1 – Assistance During Bidding Phase	\$ 24,200
Task 2 – Construction Administration and Meetings	\$ 204,600
Task 3 – Construction Observation	\$ 115,500
Task 4 – Treatment System Start-Up Support	\$ 60,700
Task 5 – Project Management and Close-Out	\$ 35,000
Total	\$ 440,000

Although our intent is to complete the project within the identified scope, schedule and budget, this project relies primarily on contractor construction execution and completion per the schedule in the contract documents. This schedule may vary due to unforeseen circumstances, particularly related to COVID-19 impacts. We will notify you of changes when we become aware of them.

Barr proposes that this work be performed under the terms and conditions attached to this proposal. If terms and conditions of the master service agreement and this work order are acceptable to the City please sign each in the locations identified below and copies to Barr.

BARR ENGINEERING CO.



Brian LeMon

Its Vice President

Accepted this _____ day of _____, 20__

City of Bemidji

By _____

Its _____

Attachment
Standard Terms-Professional Services