

**Fiscal Comments
Commission Meeting
September 13, 2022
Regular Meeting**

**Policy Report PWD/MSC No.22-40
Consider Award of the 2022/2023 Salt Bid**

This procurement is for up to 1,500 tons of crushed deicing rock salt. The City replenished its salt supply this spring (\$54.26/ton x 502 tons = \$27,239), but a series of 2022/2023 winter weather events may require the purchase of additional salt.

Leavenworth County advertised salt bids for their needs and their bid specifications allow the City of Leavenworth and other cities in the county to purchase salt at Leavenworth County's bid price. Leavenworth County's bid opening was held on August 22, 2022, and the County awarded the contract to the low bidder, Independent Salt Co. The low bid was \$57.61/ton. If the City were to purchase the entire 1,500 tons of salt, the total cost would be \$86,415.

In early 2022, City staff began applying salt brine in several "hot-spot" locations. Salt brine is applied before storm events and helps melt snow and ice from underneath. In the 2022/2023 winter season, the City will be expanding its salt brine treatment. This has the potential of reducing the amount of road salt that will need to be purchased in the future.

The 2022 budget for the Streets Department has \$13,403 remaining in its Operating Supplies budget. The 2023 budget includes \$75,000 for de-icing materials and \$35,000 for Operating Supplies. Therefore, there is \$123,403 available in the 2022 & 2023 budgets for the purchase of salt, de-icing materials for brine, and other operating supplies.

Staff recommends that the City Commission approve the Leavenworth County bid for rock salt at \$57.61/ton for up to 1,500 tons from Independent Salt Company.

**Policy Report No. 22-46
Consider Bids for the City Hall HVAC Upgrades
City Project 2021-971**

During the 2022 Operating and CIP Budget process, the City Commission approved \$50,780 for the replacement of City Hall's rooftop HVAC unit. The project was originally bid in January of 2022, but all bids were rejected because they were all significantly over the engineer's estimate. Staff reevaluated the bid specifications which were advertised in the Leavenworth Times. Bids were opened on September 7th with the below results:

Company	Bid Total
Mr. Breeze Heating & Cooling	\$100,500
D'Agostino Mechanical	\$126,130
Engineer's Estimate	\$104,685

Mr. Breeze is an established contractor that has done numerous jobs for the City.

Funding for the HVAC unit will be through the American Rescue Plan Act (ARPA Fund).

Staff recommends that the City Commission accept the low bid received from Mr. Breeze Heating & Cooling in the amount of \$100,500 for the City Hall HVAC upgrades.

Policy Report PWD No. 22-42
Consider Approval of Contract for Pavement Evaluations
City Project 2022-985

During the 2022 Operating Budget and 2022-2026 CIP Budget process, the City Commission approved \$2,000,000 for the 2022 Pavement Management Program. There is an additional \$500,000 of unused 2021 funding, making the total available for the Pavement Management Program in 2022 \$2,500,000. A key component of that program is to have the City's entire roadway network evaluated every three years. To select the best consultant for the City, Public Works prepared and advertised an RFQ that requested pavement evaluations for our entire roadways network. An alternate to collect sidewalk, curb, and ADA ramp information, and an alternate to inventory all street signage were included in the RFQ. Three firms submitted qualifications, and after a formal evaluation process, Stantec Consulting Services, Inc. (Stantec) was selected.

Stantec's bid for performing pavement evaluation and taking an inventory of the street signage is \$54,787.75. The bid amount for the alternate to take an inventory of all sidewalks, curbs, and ADA ramps is \$76,260. The total contract amount is not to exceed \$131,047.75.

Staff recommends approval of the proposal submitted by Stantec for performing pavement evaluations and taking an inventory of street signage in the amount of \$54,787.75 and approval of the alternate for taking an inventory of sidewalks, curbs, and ADA ramps for \$72,620, for a total contract amount not to exceed \$131,047.75. Funding for this project will come from the City's Pavement Management Program budget.

Policy Report PWD No. 22-43
Consider Approval of the Design Services Contract with Alfred Benesch & Company for the 2023 Pavement Management Plan
City Project no. 2022-990

An important component of the City's Pavement Management Program is short-term project planning and the development of a long-term comprehensive Pavement Management Plan. A Pavement Management Plan is an asset management process used to allocate resources effectively and to maximize the service life of pavements. The City has worked with Stantec in the past and, if approved by the City Commission (see Policy Report PWD No. 22-42, above), plans to continue to work with Stantec to systematically inspect and evaluate its entire street pavement network. The information provided by Stantec is then evaluated and used to develop a comprehensive plan to repair and replace pavement throughout the City. The City has been working with Alfred Benesch & Company to develop the Pavement Management Plan. Public Works is submitting this Policy Report to request City Commission approval of the Design Services Contract with Alfred Benesch & Company to develop the next stage of the Plan.

As stated above in the fiscal comment for Police Report PWD No. 22-41, during the 2022 Operating Budget and 2022-2026 CIP Budget process, the City Commission approved \$2,000,000 for the 2022 Pavement Management Program. There is an additional \$500,000 of unused 2021 funding, making the

total available for the Pavement Management Program in 2022 \$2,500,000. The cost summary for the 2022 Pavement Management Program, to date, is as follows:

Mill/Overlay (Base Bid)	\$ 832,682.50
Mill/Overlay (Cherokee Alternate)	\$ 211,785.30
Micro-surfacing – awarded June 14 th (Base Bid)	\$ 777,487.64
Micro-surfacing (Addition of 3 alternate streets)	\$ 58,149.22
MSC and Cody Park Parking Lots	\$ 170,000.00
2022/23 Pavement Evaluation (Policy Report PWD No. 22-42, above)	\$ 131,047.75
Next Phase of the Comprehensive Plan (this Policy Report PWD No. 22-43)	\$ 151,235.00
Total Estimated Cost of 2022 Pavement Management Plan	\$ 2,332,387.41

Staff recommends approval of the design services contract with Alfred Benesch and Company for developing a comprehensive Pavement Management Program in an amount not to exceed \$151,235.

Policy Report No. 22-41
Water Pollution Control Division
Repair Bar Rake Gear Box and Rake Assembly

The repair bar rake gear box and rake assembly have been identified as needing immediate replacement. WPC staff contacted C&B equipment (the supplier of the original equipment) to get the cost of an exact replacement for the rake assembly portion of the Infilco-Degremont Bar Screen. The rake assembly being replaced includes a new gear box, drive shaft, and stainless steel rake.

Douglas Pump, through C&B Equipment, is the only company that could get the exact replacement parts and provide a quote that includes installation for the Infilco-Degremont Bar Screen rake assembly. The lead time for the parts is 30-36 weeks and installation will take two days. The bid received from Douglas Pump for the Bar Rake Gear Box and Rake Assembly is \$133,097.25. The ARPA Fund has been identified as the source of funds for this purchase.

Staff recommends the City Commission approve the sole source purchase and repair bid for the Bar Rake Gear Box and Rake Assembly from Douglas Pump in the amount of \$133,097.25.

Policy Report PWD No. 22-44
Consider a Contract for Construction-Related Services for the 2nd & Chestnut Stone Arch Replacement Project
City Project 2018-895

On February 12, 2020, the City Commission approved a design contract with Wilson & Company Engineers for the design of the 2nd & Chestnut Stone Arch Replacement Project, and on July 12, 2022, The City Commission approved a construction contract with LEXECO for the 2nd & Chestnut Stone Arch Replacement Project.

The City initially considered Wilson & Company engineers to do all construction-related services for the project, but the proposed fee for that services was \$196,000. In an effort to reduce costs, the Public Works staff will handle the day-to-day construction inspection and contract administration for the project. However, since Wilson & Company Engineers designed the project, it would be beneficial to have them provide limited construction-related services for the project. The services of Wilson & Company Engineers will provide necessary support to the Public Works staff.

The fee for the contract is \$34,046. Stormwater impact fee funds are available to cover this expense. The City Commission generally awards construction-related services contracts to the engineering company that prepared the design documents for the project due to their familiarity with the specific details of the project. The award will be in the best interest of the City. Wilson & Company Engineers is qualified for this work.

Staff recommends that the City Commission award the construction-related services contract for the 2nd & Chestnut Stone Arch Replacement Project to Wilson & Company Engineers in the amount of \$34,046.