

City of Ramsey
Agenda
Public Works Committee
Tuesday October 16, 2012

5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Citizen Input**
- 3. Approve Agenda**
- 4. Approve Minutes**
 1. Approve September 18, 2012 meeting minutes.
- 5. Committee Business**
 1. Review Bids for Snow Removal at Parking Ramp and Municipal Center
 2. Resident Concern - 167th Avenue (IP08-27)
 3. Sunwood Drive Project - Completion of Signal System, Irrigation System and Sidewalks
- 6. Committee/Staff Input**
 1. Consider Blvd. Maintenance Options on Dysprosium St
- 7. Adjournment**

Public Works Committee

4. 1.

Meeting Date: 10/16/2012

Submitted For: MaryJo Warner

By: MaryJo Warner, Engineering/Public Works

Title:

Approve September 18, 2012 meeting minutes.

Background:

The Public Works Committee held its regular meeting on September 18, 2012

Notification:

Observations:

Funding Source:

n/a

Staff Recommendation:

Committee Action:

Motion to approve Public Works Committee meeting minutes dated September 18, 2012.

Attachments

Minutes 09.18.12

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	10/10/2012 03:44 PM
Kurt Ulrich	Kurt Ulrich	10/10/2012 10:17 PM
Form Started By: MaryJo Warner		Started On: 10/10/2012 03:31 PM
Final Approval Date: 10/10/2012		

**PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Public Works Committee conducted a regular meeting on Tuesday, September 18, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Backous
 Councilmember David Elvig
 Councilmember Colin McGlone

Also Present: City Administrator Kurtis Ulrich
 Public Works Superintendent Grant Riemer
 Civil Engineer II Leonard Linton
 Administrative Analyst Patrick Brama
 Development Manager Darren Lazan
 Interim Engineer Shane Nelson
 Interim Engineer Ron Wagner
 Councilmember Jeff Wise

1. CALL TO ORDER

Chairperson Backous called the regular meeting of the Public Works Committee to order at 6:00 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Elvig, seconded by Chairperson Backous, to approve the agenda, as revised to consider Item 5.08 prior to Item 5.06.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig, and McGlone.
Voting No: None.

4. APPROVE MINUTES

The consensus of the Public Works Committee was reached to table consideration of the July 17, 2012, meeting minutes to the next meeting.

5. COMMITTEE BUSINESS

5.01: Review Resident's Concerns with the Sunfish Lake Boulevard / CR 116 Project

Public Works Superintendent Riemer reviewed the staff report and resident concern relating to traffic cutting through the townhome neighborhood by non-residents; limited access to Casey's General Store due to the center medians on Sunfish Lake Boulevard and CR 116; increased traffic in surrounding neighborhoods due to the center medians on Sunfish Lake Boulevard and CR 116; and, gaps in the sound wall.

Chairperson Backous asked if anyone was in attendance from the Sunfish Pond Townhomes.

No one responded.

Public Works Superintendent Riemer described the project timetable, noting at its completion many of the resident's concerns will be a moot point.

Following a brief discussion, it was the consensus of the Public Works Committee to recommend the City Council follow the guidelines of the Anoka County Highway Department and direct staff to call resident Jessie Diaz several months after project completion to learn whether cut through traffic is still a concern.

5.02: Consider Stop Sign Request for 145th Lane and Tungsten Way

Public Works Superintendent Riemer reviewed the staff report and petitioned request from residents in the Chestnut Hill 4th Addition to place a four-way stop at the intersection of 145th Lane and Tungsten Way. He advised that most warrants were not met with the exception of restricted view caused by the grade differential at the intersection. Staff recommends installation of a four-way stop at the intersection of 145th Lane and Tungsten Way.

Councilmember Elvig asked if a two-way stop is an option.

Public Works Superintendent Riemer stated it is not, noting there is little traffic on Tungsten Way.

Chairperson Backous invited residents from this neighborhood to offer comments.

Michael Lewis, 6110 145th Lane NW, southwest corner of the intersection, advised that the neighborhood demographic has changed and is now a lot of families with young children. He noted the physical aspects of this intersection includes a rise that limits sight lines and generally cars are parked within 50-100 feet of the intersection, limiting peripheral view either way for drivers and pedestrians.

Tom Halverson, 6050 145th Lane NW, stated he submitted the petition because he was concerned about young children crossing the street and speed of traffic. He stated they want to slow the speed of traffic and while circulating the petition, all contacted signed it. Mr. Halverson stated he supports businesses in Ramsey and is now looking for the City to do something for its citizens.

Dan Adams, 6090 145th Lane NW, stated he would highly recommend a four-way stop to slow the incredible speed of traffic. He stated a handful of times he has seen cars cross the hill with all four tires off the pavement, many close accidents, and thinks it is amazing there has not been a serious accident.

Chairperson Backous thanked residents for their comments and relayed that he has experienced the same situation in his own neighborhood. He agreed that children go into the street, even though warned, and he has viewed this neighborhood and supported installation of the four-way stop sign.

Councilmember McGlone noted speeding traffic is a problem in many neighborhoods and previously, when the license plates were checked by the Police Department, it was found the speeding violators were the residents within that neighborhood. He encouraged neighbors to be aware of this situation and to make it safer. Councilmember McGlone stated he would support staff's recommendation to install a four-way stop sign.

Councilmember Elvig clarified that a stop sign, if not warranted, does not slow the speed of traffic because then drivers roll through the stop sign. In that kind of situation, the stop sign creates a false sense of safety. He noted stop signs do increase traffic and tire noise, but in this case he supports staff's recommendation to install a stop sign.

Motion by Councilmember Elvig, seconded by Councilmember McGlone, to recommend that the City Council accept staff's recommendation to install a four-way stop at 145th Lane and Tungsten Way because of the limited sight distance caused by the grade differential at that intersection.

Further discussion: Chairperson Backous agreed that stop signs do not help to slow the speed of traffic, referencing the two stop signs on McKinley Street in Anoka as a case in point.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig, and McGlone. Voting No: None.

5.03: Consider Stop Sign Request at 152nd Lane and Helium Street

Public Works Superintendent Riemer reviewed the staff report and petitioned request from residents in the neighborhood near the intersection of 152nd Lane and Helium Street for a stop sign at that intersection.

Chairperson Backous invited residents from this neighborhood to offer comments.

No one responded.

Motion by Councilmember McGlone, seconded by Chairperson Backous, to recommend that the City Council accept staff recommendation to not install stop signs at the intersection of 152nd Lane and Helium Street because it does not meet the warrants outlined in the Manual on Uniform

Traffic Control Devices (MUTCD), traffic volumes are low, and visibility is satisfactory on all three legs.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers McGlone and Elvig.
Voting No: None.

5.04: Consider Sight Triangle Concerns at Alpine Drive and Puma Street

Civil Engineer II Linton reviewed the staff report.

Councilmember McGlone stated he also received a resident complaint, noting it is an area of high-speed traffic with limited reaction time. In addition, with the school going in, he is concerned about those drivers. Councilmember McGlone stated the resident who contacted him would also like a reflective barricade at the end of the road because they are elderly and had driven into the farm field. He noted this area has no streetlights and is dark.

Public Works Superintendent Riemer stated the City can install reflective signs at the end of the road as routine maintenance

Councilmember Elvig noted that staff's recommendation for excavation requires reshaping a portion of the private property currently used for crops. He asked whether part of the work/cost will be covered by the land owner. Councilmember Elvig explained his concern is about placing dirt on a farmer's field and that it may be considered less than adequate soil. He asked whether this farmer is particular about the quality of soil or is willing to do some of the work.

Councilmember McGlone asked if the property owner would scrape the top soil.

Civil Engineer II Linton stated if approved by the City Council, staff will start negotiation with the landowner to address those issues prior to start of the work. He indicated the plan is to put back the same soil.

Motion by Chairperson Backous, seconded by Councilmember Elvig, to recommend that the City Council authorize entering into negotiations with the landowner for necessary easements to lower the boulevard south of Alpine Drive and west of Puma Street to provide better sight distance.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig, and McGlone.
Voting No: None.

In consideration of audience members, Chairperson Backous indicated the original agenda order would be followed.

5.05: Crosswalk Request for Zirconium Street and Alpine Drive

Public Works Superintendent Riemer reviewed the staff report.

Chairperson Backous stated the visibility at this location is limited because you cannot see the intersection until you approach it. He asked about putting down woodchips on the north side of Alpine Drive, which may require significant grading, down to the other crosswalk. He agreed there is not an easy solution because of the grade and use of timber steps would not be ADA compliant.

Public Works Superintendent Riemer advised that the east and west park entrances both qualify for ADA compliance. He indicated that crossing the street would be the cheapest route; however, not the safest.

Chairperson Backous invited neighbors to address this issue.

Michael Helfenstein, 6440 153rd Way, indicated there are 36 children in this neighborhood. He stated he understands this area includes a hill and mid-block is not a good crosswalk location and may not be a safe place, but it would be safer than it is now and the crosswalk could be signed to alert drivers.

Ms. Helfenstein, 6440 153rd Way, pointed out that children are crossing midblock already and she likes the suggestion of installing steps.

Mr. Helfenstein stated he would like the City to consider whether there is a solution, even if not an ideal location.

Public Works Superintendent Riemer indicated a pedestrian crossing sign cost \$800 and painting a crosswalk cost \$200 but he does not know the cost for flashing lights.

Councilmember McGlone asked about the location of the proposed mid-block crossing.

Public Works Superintendent Riemer used a map to point out the proposed mid-block location of the crossing and described points of visibility and location of the crosswalk to the skate park.

Mr. Helfenstein stated his children have no crosswalk to get to the playground. He noted there are paved paths on both sides of Sunfish Boulevard and in his neighborhood they just need to get from their street to the stop light. Mr. Helfenstein pointed out that children going to the skate park are older and wiser about crossing the street but the children using the playground park are younger. He noted there are miles of paved walking paths in Ramsey and he is asking for only a short distance believing it is worth it if it saves one life in 30 years. Mr. Helfenstein stated a woodchip path up to the stop sign is cheaper but may wash out because of the hill.

Councilmember McGlone stated he is known as the “sidewalk guy” but is wondering if mid-block is the best location for a crosswalk. In addition, woodchips are difficult for bicycles to use.

Councilmember Elvig noted the Public Works Committee had discussed this issue previously and in this case he advocated strongly to do something. He stated the City is good to design

playgrounds that draw children and now needs to provide safe passage to those parks. Councilmember Elvig indicated this is a problem that was tabled several years ago and recommended it be discussed at another meeting when the Committee can view maps of the area and determine the best location for a crosswalk. He noted another option is to use the Street Light Fund to install lighting. He asked whether the use of concrete will result in use by skateboards.

Chairperson Backous agreed that the City constructs parks and also needs to provide safe passage. In addition, children are crossing the street anyway so the City needs to make it as safe as it can. Chairperson Backous noted it does not need to be expensive and he would support using the Street Light Fund to install street lighting. Chairperson Backous asked if the Committee was willing to table consideration to allow time for additional staff research.

Councilmember McGlone supported relooking at this situation because when this park was put in, there was only so much funding so the path was not completed. He pointed out that it is now at the end of the season and not likely anything will happen during this construction season.

Mr. Helfenstein stated that is understandable.

Councilmember Elvig asked if the Street Light Fund can be used for a light on the other side.

Ms. Helfenstein stated there is a streetlight at the corner.

The consensus of the Public Works Committee was to recommend the City Council direct staff to further research and make recommendation on the installation of a crosswalk near the Zirconium Street and Alpine Drive intersection.

5.06: Consider Retention Pond Improvements Near 5430 149th Lane

Public Works Superintendent Riemer reviewed the staff report.

Youssif Elmajri, 5430 149th Lane, stated the outlet pipe is at an upward angle so the pond floods into the lowland area. He explained the concern was with children falling into the pond when the water rises up to a depth of 5-7 feet. Mr. Elmajri asked if there are alternate options like a fence instead of clearing trees because doing so would make the pond more obvious. He explained that with the current tree cover, most people do not know the pond is there but neighborhood children are aware it is there. Mr. Elmajri stated he supports not removing all of the trees but would support limiting tree removal or considering another option like a fence.

Public Works Superintendent Riemer stated the installation of fences around retention ponds was brought up before but felt that if children get into a fenced pond, it is harder for them to get out. Also, doing so would involve a large capital expense. Public Works Superintendent Riemer stated he had talked to other neighbors and thought they supported removing trees to increase the view if someone gets into the pond. He noted the trees around the pond are not that large.

Chairperson Backous stated Rocky Belmonte, who lives several doors down from Mr. Elmajri had suggested cutting the trees down.

Mr. Elmajri stated the concern is the same with children falling into the pond. He estimated this pond is within 20 feet of his home.

Public Works Superintendent Riemer stated there are hundreds of drainage ponds in Ramsey and this pond is small in comparison to others.

Councilmember Elvig cautioned it would be a “slippery slope” to try and fence every pond in Ramsey and would probably meet resistance if cyclone fencing. He stated he would like to find a compromise and if this pond has a smell and is not flowing, maybe the speed of drainage needs to be addressed. Councilmember Elvig stated the City is responsible to maintain ponds, which can be quickly overgrown with poplar trees. He asked about cutting down some of the trees, maybe one in three, to provide a partial cleaning and improve pond drainage.

Councilmember McGlone recommended either clearing the trees or not doing so because taking one in three would be too time intensive. He agreed that at some point the City will need to consider clearing trees, but the situation is not at that point today.

Chairperson Backous asked if it would be easier to clear trees during the winter time. He also asked if the trees, branches, and leaves clog the pond.

Public Works Superintendent Riemer indicated there is no way to keep organic matter out of the pond. He suggested staff work with the homeowner to address locations where some trees can be removed to provide access.

Civil Engineer II Linton stated he viewed the pond and suggested clearing trees from the street side so the pond can be seen from the street. He noted there are also shorter but dense lilacs that block views from the street.

Motion by Chairperson Backous, seconded by Councilmember McGlone, to recommend that the City Council authorize staff to work with the property owners to remove selected trees adjacent to the pond near 5430 149th Lane for ease of future maintenance and to leave the pond configuration as is.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers McGlone and Elvig. Voting No: None.

5.07: Consider Storm Water Improvements at Rum River Hills Golf Course – A continuation of discussion related to 2011 flooding concerns

Civil Engineer II Linton reviewed the staff report.

Councilmember Elvig asked what is the City’s obligation.

Civil Engineer II Linton stated the City negotiated a series of drainage and utility easements to convey the water from the commercial node across the golf course. He explained that up-sizing this 18-inch pipe is the City's obligation because it handles storm water.

Councilmember Elvig asked about the size of the pipe.

Civil Engineer II Linton stated the City reimbursed the golf course for installation of the pipe that was completed to the City's specifications; however, he has not found the plan for the pipe installation.

Councilmember McGlone stated he had previously asked if this involved a private drainage system.

Motion by Chairperson Backous, seconded by Councilmember McGlone, to recommend that the City Council move forward with storm water improvements at the Rum River Hills Golf Course, direct staff to bring plans and specifications to the September 25, 2012, meeting for approval and authorization to advertise for bids, and notification to property owners within 350 feet.

Further discussion: Councilmember Elvig asked about clean up issues and if this involves areas of debris that need to be addressed. He asked if those costs would be shared. Civil Engineer II Linton used a map to describe the alignment of the pipe and area mentioned by Councilmember Elvig. Bob Gore, Rum River Hills Golf Course, stated it is very expensive to replace the green and takes several years to restore but going through a temporary T-box would be an option. Interim Engineer Wagner stated he had met with Jeff and Dick Tolette on this matter and they liked this design. He stated he has seen the area with the shrubs that was mentioned by Councilmember Elvig, noting it is irrigated and mowed. He stated the trees to be removed are large but Poplar and towards the end of their lives. The golf course could move the smaller Ash trees, if desired. Interim Engineer Wagner described the drainage flow and stated the proposed design keeps the course in play and is supported by the golf course. He reported that some neighbors may want the dike removed but the golf course may want the dike to remain as a property divider. The Committee discussed and supported providing written notification to property owners within 350 feet, even if not a Statutory requirement. Interim Engineer Wagner stated this project would take a 100-year event from four plus days down to two days. Chairperson Backous stated notification can be made to property owners but the City Council will be considering this item at its September 25, 2012, meeting. Civil Engineer II Linton used a map to point out areas that could be the responsibility of the golf course since they are not within the City's easement. Interim Engineer Wagner advised that he estimated a cost of \$3-\$4,000 for golf course work.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers McGlone, and Elvig. Voting No: None.

5.08: Sunwood Drive Project – Supplemental Agreement #1, Change Order #2 and Connexus Relocation Charges

Interim Engineer Nelson presented Supplemental Agreement #1.

Councilmember Elvig asked how an eight-foot trail was included in the specifications since the City has a policy of ten-foot trails.

Development Manager Lazan reviewed that this item was before the HRA for additional easement and WSB prepared the Armstrong Boulevard plans but did not understand that Ramsey had a policy of ten-foot trails. He noted it had also been discovered that too many utilities were located at the intersection so additional easement was secured from the HRA for a ten-foot trail.

Chairperson Backous asked if the project plan also directed public water drainage onto private property.

Development Manager Lazan explained that south of Sunwood Drive, the plan did not accommodate commercial development. He noted that adding the curb section will get drainage down to a swale and had this situation been caught originally, this would have been the fix so “no harm/no foul.”

Interim Engineer Nelson stated they surveyed the existing ground prior to designing the project but should have designed for the design grades with built up pads.

Councilmember Elvig asked about the internal process for staff to look at the engineering drawings and determine whether or not they will work.

Interim Engineer Nelson stated he was not with Ramsey at the time the plans were reviewed but, generally, the City Engineer assures the plans fit when different engineers and design teams are working on plan components.

Councilmember McGlone noted these project plans were done when we had City Engineer, not a consulting engineer.

Chairperson Backous stated he understands things happen but there seems to be a constant flow of change orders, which is of concern. He noted without change orders, it means the best project estimate came forward.

Councilmember McGlone stated rather than “pointing fingers” maybe the City Council needs to look at whether the best (lowest) price results in generating more change orders. He shared the concern of change orders, noting the City has professionals to review the plans.

Councilmember Elvig agreed this is an age old problem and his question was one with process to assure it was thorough enough to catch these issues and eliminate or reduce change orders.

City Administrator Ulrich stated these errors were in the review process, not in preparation of the bid. He agreed City staff should know when plans are reviewed that the policy is for ten-foot trails.

Councilmember McGlone stated a septic was also missed with this project.

Interim Engineer Nelson indicated the property on the west side of Armstrong Boulevard has a septic system with plastic pipe so the operation was stopped immediately when part of that septic system was uncovered.

Councilmember Elvig noted many of the septic systems in Ramsey are not well mapped because there are no as builts for them.

Interim Engineer Nelson presented Change Order #2.

Civil Engineer II Linton described the development history of this area.

Councilmember Elvig asked about the \$300,000 cost to develop the triangular parcel. He noted the AUAR contemplates large-lot residential development to the north to densify that area and some of the drainage comes from that location. He asked whether the drainage water had to be held longer because it was a natural flowage for the west holding pond.

Civil Engineer II Linton confirmed the western area does have natural drainage areas.

Councilmember Elvig stated there was also to be a swimming lake in that area.

Councilmember McGlone noted there are 100 acres with no pervious surface of development, which is a “city,” and asked why that assumption would ever have been made.

Development Manager Lazan explained that a lot of pieces have come together and there was a thought at the beginning of COR THREE that the pipe was not in across the street but then more research found there was a 72-inch pipe. The pond that was dug is really a small narrow portion on the south side so if the pipe filled, it would overflow into the pond and then slowly drain. The pipe was in the road, but not the entire width of the road so now the County road will need to be torn up to extend a very large pipe and turn it to get to the lake. Development Manager Lazan noted there were two unfinished pipes, with the outlet pipe to the pond also incomplete and put in as part of COR THREE. He stated he would not recommend the project at this price today but would like time to study the assumptions and bring back a recommendation for further consideration.

Civil Engineer II Linton explained that to serve those three developments, watermain was extended up Zeolite Street that will have to be lowered to turn to the southeast and maintain gravity flow.

Interim Engineer Nelson stated the total drainage area identified is about 64 acres and of that, North Commons about 3.4 acres.

Development Manager Lazan stated the numbers assume no storm water so even if full build out is in the assumptions, some storm water work is needed to address flow.

Councilmember Elvig recalled that the triangle piece was important to get drainage going but he does not remember why it stopped progression. He stated he thought they were contemplating use of the triangle piece as the holding pond and not running it through because there was a building restriction on that piece. Councilmember Elvig noted if the triangle piece is not developed and used as a holding pond, it would lower the cost.

Civil Engineer II Linton stated the intention was to continue it and develop the west half of the project; however, the developer ran out of money and ceased to do business. He noted the pipe was underground and a relief valve was needed so the road is not flooded.

Councilmember McGlone stated he is puzzled why a pipe was put under a County road but not installed all the way. He asked how the City and/or County allowed that to happen, noting the City held a letter of credit.

Civil Engineer II Linton stated they got permission to open cut the County road for sewer and water installation and it was hinted strongly to do the storm sewer while the road was open.

Chairperson Backous noted it is a moot point and suggested moving on.

Councilmember McGlone asked if we need to continue the pipe or if the triangle piece can be a drainage ditch. He asked if there is reason to get water south of Bunker Lake Boulevard and continue it.

Development Manager Lazan suggested staff look at those issues, investigate, and come back with a recommendation.

Motion by Councilmember Elvig, seconded by Councilmember McGlone, to recommend that the City Council approve Supplemental Agreement #1 for a trail width of ten feet and to extend the curb to the south 126 feet to prevent runoff from Armstrong Boulevard from sheet flowing onto the proposed parking area in the COR TWO, estimated at \$5,001.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig, and McGlone.
Voting No: None.

Motion by Councilmember McGlone, seconded by Councilmember Elvig, to recommend that the City Council direct staff to perform further analysis to evaluate the contemplated development patterns in the overall drainage area, associated runoff rates and volumes, and required storm sewer pipe sizes.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers McGlone, and Elvig.
Voting No: None.

Interim Engineer Nelson presented the issue relating to Connexus installing an electric cabinet that obstructs the proposed development signage for COR TWO and request for \$10,000 to cover the cost to relocate the cabinet.

Development Manager Lazan reviewed that in 2011, Connexus wanted to install three signal cabinets. Because the placement of one cabinet had impacted the location of a “Welcome to The COR” sign, the City decided to determine locations. In this case, Connexus had been provided with a CAD file identifying locations for three gear cabinets. Development Manager Lazan stated he had a call with WSB, which was then doing the Bunker/Armstrong interchange, and told Connexus where the cabinets had to be located. All agreed and Landform did a CAD file that described the exact location for the gear cabinet. Development Manager Lazan stated he thought the cabinets were installed in 2011 but they were not. This spring, for the Sunwood Project, Connexus came to job trailer and WSB told them where to locate the cabinet. Development Manager Lazan stated they had spent a lot of time and energy in 2011 giving Connexus direction on the exact location and he believed the HRA was owed more than a casual conversation in the job trailer. He recommended the City not cover the full cost.

Chairperson Backous asked who was in the job trailer at that time.

Development Manager Lazan stated he was not at that meeting, but there were several individuals from Landform and several from WSB. He explained the folks who did the Sunwood project for Landform were not aware of the switch gear issue because it was thought to have been resolved one year earlier. Development Manager Lazan reviewed the dates and times of the conference conversation and providing the CAD exhibit.

Development Manager Lazan stated it is hard to argue when Connexus is not in attendance to present its side.

Interim Engineer Nelson stated from the City’s side, continuity is lost by not moving forward with the same City Engineer. He felt that had the former City Engineer been present in the job trailer, he would probably have remembered the significant effort that went into finding those cabinet locations.

Councilmember McGlone noted the HRA definitely decided where it wanted the signs located. He asked about the timing since the lights have to go in.

Development Manager Lazan explained that this switch gear is not for the traffic signals. Today, the transformer is on HRA property with no easement and Landform had given direction where the cabinet was to be installed but that was not followed.

Councilmember Elvig stated it appears that three entities were in the job trailer but it was not caught even after creating CAD drawings. He noted it is not an issue of who “dropped the ball” or whether it was followed up at the end of the year. Councilmember Elvig stated the HRA is the client and suggested this matter be referred to the HRA.

Chairperson Backous stated when he makes a mistake as an insurance agent, he does not make the client cover that cost but it goes to his errors and omissions insurance to cover the cost. He stated the City needs to hold the vendors responsible.

Jeffrey Wise, 7901 156th Avenue, stated there are some issues with sign easements and with his purchase of a COR lot, he does not want to pay for a sign that he cannot see.

Development Manager Lazan stated the City agreed to allow Connexus a location on HRA property, but not this location.

Councilmember McGlone stated the Council took this project back, on the City's part, and decided to be the inspectors and manage the construction so liability is with the City for construction management.

Councilmember Elvig stated it is a \$10,000 issue and definitely involves a protocol and process that should be resolved. He felt the bottom line is that the HRA is the client and the client does not pay unless there was an oversight. Councilmember Elvig stated the City would be the next in line if it is doing construction management, and four vendors are also involved. He supported addressing the protocol because there may be similar future issues.

City Administrator Ulrich suggested directing staff to negotiate with Connexus on a reasonable settlement and bring it back for Council approval.

Chairperson Backous stated he thinks that would be a reasonable next step.

Interim Engineer Nelson stated staff attempted to do that negotiation with Connexus prior to tonight's meeting. Connexus had acknowledged the CAD drawings but said there were newer discussions and went back to the job site discussion. He stated he is happy to attempt further negotiations.

Motion by Councilmember McGlone, seconded by Chairperson Backous, to recommend that the City Council direct staff to negotiate with Connexus to cover the cost to relocate its cabinet from HRA property.

Further discussion: Councilmember Elvig asked if something similar occurred with the Oasis property. City Administrator Ulrich recalled it was with the Ramsey Raceway project and Connexus ended up covering the cost. Interim Engineer Nelson stated WSB staked the location and the contractor prepared the pad. Chairperson Backous asked if Connexus has errors and omissions insurance. Development Manager Lazan stated this amount is below their deductible. Councilmember Elvig agreed that multiple vendors were involved and should be included in the negotiation.

Substitute motion by Councilmember McGlone, seconded by Chairperson Backous, to recommend that the City Council direct City Administrator Ulrich to have all parties in the room at one time and negotiate a settlement for City Council consideration.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers McGlone, and Elvig.
Voting No: None.

5.09: Review of Miscellaneous Storm Water Appurtenances in the Vicinity of Lake Ramsey

Public Works Superintendent Riemer reviewed the staff report.

Councilmember McGlone stated before the City owned the property, it had asked the contractor to remove these items but that did not occur. Once the City became the property owner, he recommended Parks & Assistant Public Works Superintendent Riverblood be asked about use as playground equipment.

Councilmember Elvig stated there may be use for these items at a skateboard park and asked if the inventory could be used in City projects.

Public Works Superintendent Riemer stated these items are larger than what the City's equipment can handle.

Interim Engineer Nelson advised there are some manhole pieces that could be used in the City's project but the manhole pipe itself is the wrong size.

Chairperson Backous asked who is the manufacturer.

Interim Engineer Nelson stated the manufacturer was asked but does not want the pipe.

Councilmember Elvig asked staff to be creative in what pieces can be stockpiled and reused, or used in parks or for things like elevated gardens, or auctioned.

Councilmember McGlone stated he looked at the items and some are not usable in projects but may be creatively used in parks.

Interim Engineer Nelson stated the Sunwood/Armstrong contractor was asked if any of the items had value but they declined. He stated the items do not have a lot of value at auction but could be maintained and when a COR project becomes available, it could be used.

Councilmember McGlone stated Bury & Carlson has equipment to move the bigger pieces and is located near by.

Councilmember Elvig suggested Sauter & Sons also be contacted.

Chairperson Backous advocated to get rid of the items, noting the City did not purchase any of it.

Councilmember McGlone suggested Parks & Assistant Public Works Superintendent Riverblood be asked first.

Motion by Councilmember Elvig, seconded by Councilmember McGlone, to recommend that the City Council declare storm water appurtenances in the vicinity of Lake Ramsey to be surplus property, to ask Parks & Assistant Public Works Superintendent Riverblood to provide a

recommendation on potential park use, and to dispose of all items that have no future use so as not to be a concern for future development.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig, and McGlone.
Voting No: None.

6. COMMITTEE / STAFF INPUT

6.01: Follow-up Information on Radar Speed Signs

Public Works Superintendent Riemer reviewed the staff report.

Councilmember McGlone noted Anoka's electronic speed sign off Highway 10 on Main Street is effective because it shows the driver the speed they are traveling.

Chairperson Backous agreed and asked which option is being recommended.

Public Works Superintendent Riemer noted that type of sign is expensive but portable and can be moved where needed instead of using the speed trailer.

Councilmember Elvig asked about the funding source and grant opportunities.

Public Works Superintendent Riemer recommended the Traffic Engineering line item and noted the Safe Routes to School may be an option.

Councilmember Elvig advocated for the higher priced sign that provides more options.

Public Works Superintendent Riemer recommended purchasing two signs at a cost of \$5,200, noting if the signs are portable, battery backup will be needed.

Motion by Councilmember Elvig, seconded by Chairperson Backous, to recommend that the City Council approve the purchase of two SP 100 signs with solar panel and 3-cell battery backup.

Further discussion: City Administrator Ulrich advised that the Police Chief is looking into purchasing Anoka County's surplus message signs, which would provide another form to notify the neighborhood.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig, and McGlone.
Voting No: None.

6.02: Sunwood Drive Traffic Control Plan

Interim Engineer Nelson presented the traffic control plan after the new alignment of Sunwood Drive is open when a section of Zeolite will be closed by installing barricades. He explained that staff discussed whether this section should be closed now or wait until Anoka County directs it to

be closed. Interim Engineer Nelson asked if the City wants it to remain open, acting as a shortcut.

Chairperson Backous stated he has heard from residents that they like the temporary road because it is a straight shot and helps those businesses as well. He stated he would support leaving Zeolite open as long as possible.

Councilmember Elvig agreed and stated when barricaded, he would support doing it permanently with concrete pipes.

Councilmember McGlone stated he has also heard from residents and strongly advocates driving on pavement and leaving it open as long as possible.

The consensus of the Public Works Committee was reached to recommend the City Council keep Zeolite open as long as possible.

7. ADJOURNMENT

Motion by Councilmember McGlone, seconded by Councilmember Elvig, to adjourn the Public Works meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 8:18 p.m.

Respectfully submitted,

Grant Riemer
Public Works Superintendent

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

Public Works Committee

5. 1.

Meeting Date: 10/16/2012

Submitted For: Grant Riemer

By: Grant Riemer, Engineering/Public Works

Title:

Review Bids for Snow Removal at Parking Ramp and Municipal Center

Background:

In September 2012 staff sent out a request for quotes for contracted snow removal services for the parking ramp and the municipal campus. Staff contacted 33 contractors on our bidder list to make them aware of the bid. Of those 33 contractors, seven elected to pick up bid information, and of those seven, two actually submitted quotes. The contract stated that the successful bidder would be responsible for all snow removal operations for the ramp, the municipal campus surface lots, and all sidewalks in the adjacent areas. The sidewalks included the segments leading into the rail station as well. The contractor was also responsible for application of all de-icing materials for the above mentioned areas. The contract requested a yearly lump sum for these services, with separate bids for the ramp and municipal center. The contract was to run from November 1st through April 15th, with a 1/2" snow fall to be the trigger point for service. If the snow event happened during business hours staff would provide minimal service until the close of business. The quotes were as follows:

On Call Sweeping Inc.-	Parking Ramp \$29,000.00	Municipal Center-\$20,000.00	Total \$49,000.00
Complete Grounds Maintenance-	Parking Ramp-\$32,700.00	Municipal Center-\$16,850.00	Total-\$49,500.00

Notification:

N/A

Observations:

City staff costs for snow removal in the parking ramp/municipal campus are as follows. It should be noted with the building of the apartment complex snow drifting into the parking structure should be minimal.

Costs to remove snow from the upper floor of the parking ramp would include the following equipment:

- (2) single axle trucks for hauling- \$107.99/hr/truck
- (1) pickup w/plow-\$85.24/hr
- (1) bobcat w/bucket-\$72.49/hr
- 8 hour event would cost-\$2988.84

Municipal lots

- (1) pickup truck/plow-\$85.24/hr x 1hr
- (1) Tool cat/Bucket-\$72.49/hr x 2hr
- Total-\$230.22

City hall sidewalks-\$477.01/event

Total cost for snow removal per event-\$3696.07

Funding Source:

General Fund Budget 0312 for the Municipal Center
9240-Parking ramp maintenance

Staff Recommendation:

Reject all quotes and use city staff and equipment for snow removal service at the parking ramp and municipal center for the 2012-2013 snow season.

Committee Action:

Motion to accept staff recommendation

Reject all quotes and use city staff and equipment for snow removal service at the parking ramp and municipal center for the 2012-2013 snow season.

Motion to reject staff recommendation and choose an alternative based on committee discussion

Attachments

RFP

City plowing costs

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/10/2012 10:03 PM
Form Started By: Grant Riemer		Started On: 10/09/2012 01:46 PM
	Final Approval Date: 10/10/2012	

CITY OF RAMSEY

AGREEMENT FOR PARKING RAMP AND MUNICIPAL CAMPUS

SNOW REMOVAL

1. PURPOSE/INTENT

a. Ramp Snow Removal

The purpose of this agreement provides the City of Ramsey (hereinafter called CITY) and the successful bidder (hereinafter called CONTRACTOR) with a mutually acceptable agreement to provide planned and emergency scheduled snow removal operations at the Municipal Parking Ramp and Ramsey Municipal campus located at 7550/7650 Sunwood Drive NW, Ramsey, Minnesota.

b. Location

The Municipal Parking Ramp and sidewalks are located at 7650 Sunwood Drive NW Ramsey MN 55303.

The parking ramp at this time consists of 4 floors and 790 parking stalls. The surface parking lots and sidewalks are located at The Ramsey Municipal Center located adjacent to the ramp at 7550 Sunwood Drive NW. The surface parking lots consist of approximately 70 parking stalls spread over 3 lots.

c. Administration

This agreement shall be entered into with the City Council of the City of Ramsey, administered by the Public Works Superintendent and under the direct operation supervision of the Public Works Superintendent or designated representative.

d. Municipal Parking Ramp Snow Removal

The City's snow removal policy requires that the ramp, ramp entrance road, perimeter sidewalks associated with the ramp and internal exposed stairwells and crossover walkways will be cleared of all snow by 5:00 am on all levels of the parking ramp. Sidewalks and stairwells must be treated for ice as needed. Sidewalks will include approximately 500' of sidewalk used by the NorthStar Rail Station. Normal plowing operations for the City of Ramsey begin with the accumulation of two (2) or more inches of snow. For the purposes of the Parking Ramp and Municipal Center snow removal, operations will begin with the accumulation of ½" or more of snow. Deicing material will be required as needed in the ramp, especially on the ramp leading to the 4th level and the 4th level parking surface. Snow cannot be piled up on the ramp for removal. It must be removed in one continuous operation. It will be the responsibility of the contractor to supply a list of de-icing chemicals and their operating characteristics for approval by the city. Sand mix is only to be used in extreme cold or heavy ice conditions. Deicing material will be spread on all surface lots and sidewalks to provide safe driving and walking conditions. Snow is to be removed from the site and deposited at a location provided by the city. For bidding purposes the dumpsite will be located within a one mile radius of the Municipal Center. It is the intention of the CITY to retain the services of the CONTRACTOR for each snow fall requiring removal under the CITY'S current Snow Removal Policy. It will remain city staff's responsibility to respond to snowfalls and icy conditions that arise during the business day. Historically, Ramsey averages approximately 44 inches of snow per year requiring 6 - 10 separate snow removal operations. Snow removal operations should be completed in approximately 2-4 hours. www.nws.noaa.gov will be the official website for snowfall amounts for the 55303 zip code.

Municipal Surface Parking Lots and Sidewalks

The City's snow removal policy requires that all surface parking lots and sidewalks contained within the Municipal Center Campus will be cleared of snow and treated for ice by 7:00 am. It will be the responsibility of the contractor to supply a list of de-icing chemicals and their operating characteristics for approval by the city. Sand mix is only to be used in extreme cold or heavy ice conditions . Again the snow is to be removed from the site and deposited in a location provided by the city. No snow from the parking lots or sidewalks may be pushed or deposited on any city street, sidewalk or adjacent property without prior permission from the Public Works Superintendent.

e. Scope of Operations

It is the intent of the CITY that the CONTRACTOR provides adequate pieces of equipment to perform the snow removal operations. Additional pieces of appropriate type equipment for each area may be used by the CONTRACTOR for any or all snow removal operations with prior written approval of the CITY.

2. **LENGTH OF AGREEMENT**

- a. This agreement shall be a one year agreement limited to the snow removal seasons typically commencing November 1, 2012 and ending April 15, 2013 inclusive. This agreement may be renewed by written mutual consent of both the CITY and the CONTRACTOR.
- b. This agreement may be terminated for good cause, including failure to perform in accordance with this agreement, by the CITY during the agreement period subject to written notice being delivered by registered mail sent to the CONTRACTOR at the address referenced on the Proposal form.
- c. The CITY cannot and will not guarantee a minimum number of work hours for any snow removal operation for duration of the agreement.

3. **EQUIPMENT**

- a. All substantial equipment used in snow removal operations must be 2006 model year or newer. (pickups, skid steers, etc....)
- b. Accessories & Safety Equipment
All vehicles shall be properly equipped and outfitted to meet all local, county,

state or federal laws required for on-the-road emergency snow removal operations. Safety equipment will include emergency lighting that is visible 360 degrees around the vehicle. They shall provide the operator with full visibility in all directions and shall have a backup warning system. The operator's cab shall be fully enclosed and properly equipped with all equipment necessary to allow the efficient and safe operation of that vehicle. The CITY reserves the right to reject at any time, without notice to the CONTRACTOR, any vehicle that does not appear to comply with all rules or regulations required for over-the-road snow removal operations. Rejection of vehicle acceptability will also take into consideration the condition and limitations of operation of the vehicle or its accessory equipment.

c. Skid steer loaders, dump trucks and similar equipment must include emergency lighting and meet all applicable DOT safety standards

d. Vehicle Designation/Replacements

The CONTRACTOR shall provide the CITY with the vehicle identification number and license plate number (where applicable) to the CITY within ten days of execution of this contract. After inspection by the CITY, those vehicles acceptable for performance under this contract will be verified by the CITY. Except for emergencies, any planned substitution or replacement of previously approved equipment shall require prior written approval by the CITY.

4. OPERATION & MAINTENANCE

a. Operator

The CONTRACTOR shall ensure that the operator provided with each piece of equipment is fully trained and properly licensed with the State of Minnesota to operate the bid vehicle or any anticipated replacement. The CONTRACTOR shall make every effort possible to ensure that the same operator performs the snow removal operation during the length of the agreement.

b. Parts & Fuel

The rates contained herein shall cover all operation and maintenance expenses including but not limited to fuel, lubricants, supplies and support services. It shall also include depreciation on the vehicle and related equipment including the repair, maintenance and replacement of all materials and supplies including cutting edges and tire chain cross links. It shall also include all labor, tools and equipment necessary for making any and all repairs or replacements which may be necessary to keep and maintain the machine and all parts thereof in proper and safe working order and serviceable repair.

c. Storage

The CONTRACTOR shall assume all responsibility and costs associated with maintaining proper and necessary protection/shelter/storage for both the vehicle and operator.

5. PERFORMANCE REQUIREMENTS

a. Personnel

The CONTRACTOR shall provide the CITY with the name, address and telephone number(s) for at least two designated contact personnel responsible for

insuring response to the CITY'S request for services. The CONTRACTOR shall ensure that at least one of the contact persons is available and accessible 24 hours per day, seven days per week.

b. Response Time

The City will give a minimum of a (two) 2 hour advance notice of the projected start time. In the event the contractor misses a part of their assigned plowing areas they are required to respond within 30 minutes after being notified of the situation. The CONTRACTOR shall ensure that the equipment and operator are ready to report to the City garage at that time and able to continuously provide snow removal services through the completion of the areas. The CONTRACTOR shall not allow any given operator to work more than 16 consecutive hours without an eight hour break. The CONTRACTOR shall be responsible for providing replacement personnel if snow removal operations require more than 16 consecutive hours of operation.

c. Down Time

The CONTRACTOR shall ensure that all equipment provided is maintained in a proper manner to minimize required maintenance or emergency repairs during the performance of snow removal operations. If, once commencing a snow removal operation, a piece of equipment becomes disabled and non-functioning for a period of two (2) consecutive hours, the CONTRACTOR shall provide a satisfactory replacement vehicle and operator if necessary at no additional cost to the CITY.

d. Communications

The CONTRACTOR shall ensure that the operator maintains full availability for communication at all times during the snow removal operations.

e. Authority/Direction

The CONTRACTOR and his designated operators shall respond to all directions given by the CITY in a positive, courteous and timely manner during the snow removal operations. The CITY reserves the right to reject any piece of equipment or operator from continued or further engagement of services due to incompetence or insubordination or inability of the piece of equipment to function properly for the requested services.

The CONTRACTOR shall begin the snow removal operations at the Public Works garage located at 14100 Jaspar St NW. This will allow the City to bring the Contractor up to date on any changes/issues that may need to be addressed.

f. Law Obedience

The CONTRACTOR and his designated operator shall be responsible for their actions and compliance with all regulatory laws and ordinances governing the operation of the machine while performing snow removal operations for the CITY.

g. Non Performance

The CONTRACTOR shall waive any and all objections, rights to objections and claims for additional compensation, damages or loss of revenue resulting from work performed by the CITY either prior to, during or after any scheduled or emergency snow removal operation in lieu of these contractual services as may be

necessary due to non performance or excessive delays of the CONTRACTOR. The CONTRACTOR will also be responsible to supply a performance bond equal to half the annual bid.

h. Property Damage

The CONTRACTOR shall be responsible for any and all damage to private as well as public property (including public utilities) due to its own or its employee's negligence in performing snow removal operations. This includes landscaping and plant material surrounding the surface lots.

6. **COMPENSATION**

a. Payment Schedule

All pay requests must be prepared and submitted by the CONTRACTOR as verified and approved by the Public Works Superintendent. All payment requests submitted will be per snow event and dated as such. All pay requests so received shall be processed and payment made by the CITY not less than 15 and not more than 30 days after receipt.

7. **INSURANCE/LIABILITY/CLAIMS**

a. Indemnification

The CONTRACTOR indemnifies, saves and holds harmless the CITY and all of its agents and employees of and from any and all claims, demands, actions or causes of action of whatsoever nature or character arising out of or by reason of the CONTRACTOR'S performance under this agreement. It is hereby understood

and agreed that any and all employees of the CONTRACTOR and all other persons employed by the CONTRACTOR in the performance of services under this agreement, required or provided for hereunder by the CONTRACTOR shall not be considered employees of the CITY and that any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of said employees while so engaged in any and all claims made by any third parties as a consequence of any act or omission on the part of said CONTRACTOR'S employees while so engaged in the performance of these services, to be rendered herein by the CONTRACTOR shall, in no way, be the obligation or responsibility of the CITY.

b. Insurance

The CONTRACTOR shall, at his sole cost and expense, carry and maintain general and public liability and property damage insurance coverage of \$600,000 for any one accident and \$600,000 aggregate protecting the CONTRACTOR, his employees and the CITY against any and all claims of any kind or character whatsoever arising from damage, injury (including bodily injury or death) caused by or arising from the operation and use of the machine at the request of the CITY. Such insurance shall be in full force and effect during the time that the machine is operated at the request of the CITY. Such insurance policy shall provide for a minimum of 30 days written notice to the City Clerk of cancellation, non-renewal or material change of the required insurance coverage. The requirement and approval of this insurance by the CITY shall not in any way relieve or decrease the liability of the CONTRACTOR. It is expressly understood

that the CITY does not in any way represent that the specified limits of liability or coverage or policy forms are sufficient or adequate to protect the interest or liabilities of the CONTRACTOR.

c. Legal Compliance

The CONTRACTOR agrees to comply with all State and Federal laws and local ordinances governing the employment of personnel including, but not limited to, Minnesota Statute Section 181.59 relating to discrimination in employment, and Section 290.07 requiring the certification of income tax withholding.

d. Claims

The CONTRACTOR agrees to process and resolve all claims submitted by affected property owners of the City of Ramsey in a timely manner.

8. AGREEMENT APPROVAL CONSIDERATIONS

a. Selection

The CITY reserves the right to retain the services of the CONTRACTOR who, in the opinion of the CITY, can best provide the services requested under this agreement. Consideration shall be given to rates, availability and condition of equipment, competency of operators, previous experience, response time and specific pieces of equipment so quoted.

9. BID PROPOSALS

Quotations for snow removal services are to be submitted as a *lump sum annual fee*. Please separate bids and mark them clearly for the *Municipal Parking Ramp* and for the *Municipal Campus*. All proposals must be type written or printed in ink and properly signed by an officer of the company. If the submitted proposal is accepted by the CITY and properly countersigned, it shall constitute a formal agreement between the CONTRACTOR and the CITY with no further revisions, addenda or exceptions acknowledged unless previously noted in writing on the bid proposal form. All required performance bonds, insurance certificates and additional requested information shall be submitted in a form acceptable to the City within 15 days of execution of the agreement and request by the CITY.

DESCRIPTION OF EQUIPMENT

The following information must be completed as part of this proposal for each piece of equipment proposed to be furnished: (If quoting more than two machines, use additional sheet.)

3/4 Ton Pickup

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE SIZE	FRONT WHEELS	
	REAR WHEELS	

1-Ton Pickup

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE SIZE	FRONT WHEELS	
	REAR WHEELS	

Alternate Equipment

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE SIZE	FRONT WHEELS	
	REAR WHEELS	

Skid Steer

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE SIZE	FRONT WHEELS	
	REAR WHEELS	

Dump Truck

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE SIZE	FRONT WHEELS	
	REAR WHEELS	

Small Snow Blowers and Misc. Equipment

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		

UNIT NO. 1 _____

UNIT NO. 2 _____

UNIT NO. 3 _____

UNIT NO. 4 _____

UNIT NO. 5 _____

UNIT NO. 6 _____

CITY OF RAMSEY
DEPARTMENT OF PUBLIC WORKS
AGREEMENT FOR THE LEASE AND RENTAL OF
FULLY OPERATED EQUIPMENT FOR STREET SNOW REMOVAL

Proposals will be received at the City of Ramsey Municipal Center 7550 Sunwood Drive NW Ramsey Minnesota 55303 for *Snow Removal Operations* for the Municipal Parking Ramp and Municipal Campus in the City of Ramsey.

PROPOSAL OF

Firm Name (Please Print)

ADDRESS

Address

City

State

Zip

Phone

NOTE: This proposal must be signed on the last page, and all sheets in this proposal must be returned when bidding.

I

In accordance with the notice of the City of Ramsey, Minnesota soliciting quotations (I) (We), the undersigned, hereinafter called the CONTRACTOR, hereby offer to provide the City of Ramsey, hereinafter called the CITY, acting by and through its Public Works Superintendent, the Snow Removal Operations for which the quotation may be accepted, subject to the terms and conditions herein specified; and the parties further agree that this proposal form shall become the agreement for the Snow Removal Operations at the Municipal Parking Ramp and the Municipal Campus Snow Removal upon its execution by the City.

- (I) (We) hereby certify that (I am) (We are) the only person (s) interested in this proposal as principal (s); that it is made and submitted without fraud or collusion with any other person, firm or corporation; and that (I) (We) have examined this Proposal and Agreement Form, and understand its contents.
- (II) Annual fee for snow removal services at the Municipal Parking Ramp is \$_____
- (III) Annual fee for snow removal services at the Municipal Center Campus is \$_____

II

This Proposal must be signed below in ink by a duly authorized agent of the Contractor providing the equipment and operators.

(YOUR SIGNATURE MUST BE NOTARIZED WHEN SIGNING - SEE FOLLOWING PAGE.)

Date _____ 20____.

By: _____
Signature

Name (Please Print)

For: _____
Company

Its: _____
Title

III

The above quotation for Snow Removal at The Municipal Ramp _____ is hereby accepted.

The above quotation for Snow Removal at the Municipal Campus _____ is hereby accepted.

CITY OF RAMSEY

By: _____ / _____
Bob Ramsey Date
Mayor

Jo Thieling Date
City Clerk

Grant Riemer Date
Public Works Superintendent

	FEMA Schedule Base Equipment Costs/Hour	FEMA Equipment Schedule for Plow Attachments
--	--------------------------------------------	-------------------------------------------------

City Wide Plowing

Equipment Costs		
Single Axle Dump Truck (4)	\$35.00	\$18.50
Tandem Axle Dump Truck (2)	\$45.00	\$18.50
Motorgrader (1)	\$58.00	\$18.50
Wheel Loader (1)	\$28.75	\$18.50
1-Ton Pickup (FT Labor) (4)	\$20.00	\$10.75
1-Ton Pickup (Temp. Labor) (4)	\$20.00	\$10.75
Skidloader/Toolcat (1)	\$18.00	
Trackless (1)	\$25.00	
 Totals	 \$249.75	 \$95.50

Labor and Equipment Costs

Salt	Cost/ton \$67.90	Salt used/Full Plow 35.00
Cost to Plow /8 Hour Event+Salt(ST)		
Cost to plow /8 Hour event+salt (OT)		
Cost Differential		
Cost to Plow/Salt Arterials Only		20.00

City Hall Plowing

Holder (1)	\$25.00	N/A
Walk Behind Snowblower	\$3.25	N/A
ATV w/plow	\$7.00	N/A
Shoveling		
Salt/Chemicals for Sidewalks		
Total Cost /Event		

Total Equipment Cost/ Hour	Labor Costs Straight Time/Hour	Labor Costs Overtime/Hour	Equipment Operations Costs ST/Hour
	\$23.69x2.3	23.69x2.3x1.5	D+E=G
\$53.50	\$54.49	\$81.73	\$107.99
\$63.50	\$54.49	\$81.73	\$117.99
\$76.50	\$54.49	\$81.73	\$130.99
\$47.25	\$54.49	\$81.73	\$101.74
\$30.75	\$54.49	\$81.73	\$85.24
\$30.75	\$13.85	\$13.85	\$44.60
\$18.00	\$54.49	\$81.73	\$72.49
\$18.00	\$54.49	\$81.73	\$72.49
\$338.25	\$395.28	\$585.96	\$733.53

Total Cost
 \$2,376.50
 \$12,520.08
 \$15,570.96
 \$3,050.88
 \$2,767.75

	Labor Costs Straight Time/Hour	Labor Costs Overtime/Hour	Equipment Operations Costs ST/Hour
	\$22.14x2.3	\$22.14x2.3x1.5	
\$25.00	\$50.92	\$76.38	\$75.92
\$3.25	\$50.92	\$76.38	\$54.17
\$7.00	\$50.92	\$76.38	\$57.92
	\$50.92	\$76.38	\$50.92

Equipment Operations Costs OT/Hour	Pieces of Equip. Used	Cost per Event per Hour	Cost per Event per Hour
D+F=H		ST	OT
\$135.23	4.00	\$431.96	\$540.92
\$145.23	2.00	\$235.98	\$290.46
\$158.23	1.00	\$130.99	\$158.23
\$128.98	1.00	\$101.74	\$128.98
\$112.48	4.00	\$340.96	\$449.92
\$44.60	4.00	\$178.40	\$178.40
\$99.73	1.00	\$72.49	\$99.73
\$99.73	1.00	\$72.49	\$99.73
\$924.21	18.00	\$1,565.01	\$1,946.37

Equipment Operations Costs OT/Hour	Pieces of Equip. Used	Cost per Event per Hour ST	Cost/ 8 hours	Hours /Equip. Use
\$101.38	1.00	\$75.92	\$113.88	1.50
\$79.63	1.00	\$54.17	\$54.17	1.00
\$83.38	1.00	\$57.92	\$86.88	1.50
\$76.38	1.00	\$50.92	\$203.68	4.00
			\$18.40	
		Total Cost	\$477.01	

Public Works Committee

5. 2.

Meeting Date: 10/16/2012

By: Shane Nelson, Engineering/Public Works

Title:

Resident Concern - 167th Avenue (IP08-27)

Background:

The residents' property was impacted by the 167th Avenue Reconstruction Project, City Project 08-27, that was constructed in 2009. The resident called City Administrator Ulrich on 7/10/12 and expressed that she was not satisfied with the restoration of her yard. Interim City Engineer Nelson returned the phone call and spoke with Mrs. Dominquez on July 11, 2012 and listened to her concerns, summarized as follows:

- Weeds in grass, feels that they are moving into the rest of her yard
- Insufficient topsoil quality
- Pieces of asphalt in yard
- Pieces of glass in yard
- Pieces of slate in yard
- Pieces of shingles in yard
- Sparse grass
- Clover instead of bluegrass (wrong mix)
- Remnants of erosion control netting

Overall, Mrs. Dominquez stated that she did not get what she was told she was getting. She stated that previous City Engineer Himmer had told her that her yard would be as good, or better, than it was before construction began. At one point in time, the City picked rocks and chunks of broken glass from the subject properties utilizing the DOC crews. Mrs. Dominquez stated that she is against the DOC crews visiting her property again.

Staff reviewed the original plans and specifications, dated 2/27/09, prepared by Bolton and Menk, in an effort to understand the project. The project provided an 8 inch sewer stub and an 8 inch water stub to the subject property for future development, with the stubs located on a common lot line at the eastern edge of their property. The project also provided a new road that the Dominquez's use for their primary access. There was no assessment for the improvements. The original specifications did require the Contractor to re-seed any areas that did not establish at the Contractor's expense.

The Final Payment was made to the Prime Contractor on the project on November 23, 2010, therefore, there is no recourse with the original Contractor. We understand that the Contractor did not receive compensation for turf establishment in this area as the City felt it did not meet project specifications.

The City contracted separately with Great Northern Landscapes in 2010 to restore the residents yard as an attempt to address their concerns at that time. Finance Director Lund provided an invoice that was paid on 12/14/10 in the amount of \$6,138 to Great Northern Landscapes for work completed and accepted by the City at that time. The City did hold back 10% retainage, or \$682, from the invoice amount.

Notification:

The resident (Shayle Dominquez) has been notified of the meeting and was invited to attend

Observations:

Interim City Engineer Nelson and Public Works Superintendent Reimer met with the Mrs. Dominquez on July 12, 2012. Mr. and Mrs. Dominquez reside on a large lot that does not have an irrigation system. The portion of their yard that does not have irrigation is pretty well established, with rather dense Kentucky bluegrass, as well as fairly large areas of predominately crabgrass. A review of a pre-construction aerial photo confirms that large patches of crabgrass were present prior to construction (distinct difference in color). Staff walked back in her yard in several areas and did not see any rocks, asphalt, glass or other items that were stated to be found in the portion disturbed.

The portion of their yard that was disturbed does not have as dense of vegetation as the undisturbed portions of their yard. Kentucky Bluegrass is pretty well established in most areas, generally estimated at 70% coverage with the other 30% generally barren. There are portions within her affected yard that are dominated with crab grass (at least 10' diameter in size). Several rocks ½" to 4" diameter were observed as well as one small piece of glass.

She showed us the location of a temporary road that was constructed with the project in their yard, which was likely the source for the asphalt pieces. Erosion control netting was observed near the western edge of her lot, closer to the wetland. The erosion netting may have been on the adjacent parcel. Several new boulevard trees were observed - Mrs. Dominquez confirmed that they were planted by the City.

Mrs. Dominquez stated that the black dirt contained the glass, rocks and other debris that was not acceptable to her. It is assumed that the winter frost caused the additional rocks and glass to surface after the debris had been picked by DOC crews initially. City crews placed the black dirt.

The property owner does have a valid concern in terms of less dense grass cover, weeds and debris. However, without frequent irrigation it will be extremely difficult to establish a lush, dense mat of weed-free grass. Therefore, even if the City contracted to remove the rocks and debris, spray the weeds, import additional topsoil and re-seed the area - it would likely not establish into dense grass without frequent irrigation.

If the black dirt is contaminated with glass and rocks, the only way to totally eliminate the problem is by removing the black dirt and importing new dirt. The homeowner has obtained a quote for this, which totals \$10,540. There would be additional seeding expenses incurred as well.

Funding Source:

If additional work is authorized, it would be attributable General Fund Budget street maintenance fund 0311

Staff Recommendation:

Staff does not have enough background on this issue to provide a firm recommendation. One possible resolution is to reimburse the homeowner for expenses incurred for contracting to have this work completed, up to a maximum amount. This would give the homeowner the flexibility to choose a contractor of their choice.

Another resolution would be to pick the rocks and debris every spring using City forces, until the debris no longer surfaces. Additional weed control and overseeding would likely also be needed, however, the costs would be considerably less than that of exporting the existing black dirt and importing new black dirt.

Committee Action:

Based on discussions.

Attachments

Sublime Landscaping Proposal

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	10/10/2012 04:04 PM
Kurt Ulrich	Kurt Ulrich	10/10/2012 09:55 PM
Form Started By: Shane Nelson		Started On: 10/08/2012 10:34 AM

Final Approval Date: 10/10/2012



Sublime Landscaping

Proposal

Jeff Hardin

p.763.234.9500

www.sublimelandscapingmn.com

07/25/2012

Mack & Shayle Dominguez
7046 166th Ave
Ramsey, MN 55303

- Removal of approximately 230 yards of top soil in discussed area = \$3,190.00
- Installation of approximately 280 yards of black dirt in discussed areas = \$7,350.00

- **Note: Fifty percent down payment is required one week before start of project. The remaining balance will be due at time of completion. There is also a 2.5 percent fuel charge that will be added to your final bill.**

Signature _____ Date _____

Public Works Committee

5.3.

Meeting Date: 10/16/2012

By: Shane Nelson, Engineering/Public Works

Title:

Sunwood Drive Project - Completion of Signal System, Irrigation System and Sidewalks

Background:

Staff has been notified by North Pine Aggregate, the Contractor for City Project 12-20, that some components of the contract may not be complete / operational by the completion date. The contract sets forth a completion date of November 15, 2012 for all work, with the exception of maintenance and final clean up.

Due to material availability and scheduling, the mast arms for the signal system will not be available until December. The mast arms have a fairly significant lead time for production and simply will not be available before the completion date.

The second item is the irrigation system. The Construction Plans contemplated the continuation of the existing irrigation supply line westerly on Sunwood Drive. However, City staff has indicated that the pressure is not adequate and has requested that a new 4" irrigation supply source be provided. A change in the scope of the water service for the irrigation system is currently being negotiated and has delayed the installation. There are also small plantings proposed at the location of the main irrigation controller that cannot be installed until the irrigation service is constructed and the controller in-place.

The last item discussed is the sidewalk. Several items have impacted the installation of the sidewalks, including: the Connexus cabinet in the SE corner of Armstrong and Sunwood; the irrigation service; the existing street lights; the signal base utility conflict; and the installation/timing of the running line for the electrical outlets.

Notification:

North Pine Aggregate was informed of the meeting. Anoka County was also informed of the request.

Observations:

During the course of the construction project, several construction issues have been encountered and have impacted the Contractor's schedule. Also, as Site Plans continued to be developed for the adjacent HRA owned property, necessary revisions to this project were identified to accommodate the revised/updated development plans. Since this project overlapped with the adjacent HRA owned development, there were many moving parts and added complexity to the project. Despite some of the challenges encountered, the Contractor managed to keep the bulk of the construction on or ahead of schedule.

The Contractor's goal is that all work, with the exception of the signal system, the irrigation system and associated landscaping and sidewalk will be complete by the original completion date of November 15, 2012. Extension of the completion date for items listed is reasonable due to circumstances out of the Contractor's control.

Funding Source:

N/A

Staff Recommendation:

Staff recommends granting an extension until December 31, 2012, or 10 working days after delivery of the mast arm, for completion of the signal system with the understanding that the work will be completed as soon as possible after receiving the components.

Staff recommends granting an extension until May 15, 2013 for completion of the irrigation system and the sidewalk if necessary. With respect to the completion of the remainder of the project, Staff will continue to facilitate the construction and respond to any upcoming construction issues immediately to ensure that the Contractor's goal of completing the work by November 15 can be realized.

Committee Action:

Motion to recommend approval of the requested extension of time for City Project 12-20.

Attachments

North Pine Aggregate Letter

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	10/10/2012 06:56 PM
Kurt Ulrich	Kurt Ulrich	10/10/2012 09:50 PM
Form Started By: Shane Nelson		Started On: 10/08/2012 10:33 AM

Final Approval Date: 10/10/2012



14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

October 10, 2012

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Attn: Shane Nelson

Re: CSAH 83 (Armstrong Blvd) & 147th / Sunwood Drive Intersection
Intersection Improvements; Request for Completion Extension

Shane,

Due to unforeseen circumstances out of North Pine Aggregate's control, I would like to request an extension for completion. Currently, all work under our contract, except maintenance work and final clean up shall be completed on or before November 15, 2012. At this time, there is a possibility that the Irrigation & Landscaping work may need to finish in the spring, due to numerous utility relocations & conflicts. We anticipate that the Irrigation will be fully installed, but charging of the system (weather dependent) may need to hold off until spring. There are approximately 10 plantings that are to be installed around the Irrigation Box that will act as a natural shield, these may or may not be installed this year depending on what the weather does.

As stated in my letter dated September 27, the Mast Arms for the Signal System are scheduled for delivery at some point in December. The timing for the Mast Arms has not yet changed. All of the bases with the exception of one (due to utility conflicts) are currently installed. Once the Mast Arms are delivered it is anticipated that installation will take place immediately.

Currently there are various outstanding pending decisions that need to be made in order to continue with positive progress. On the 146th Avenue portion of the project, there are some proposed changes still being discussed in regards to Storm Sewer modifications and the conflicting Easement issue with Wisner Choice Liquor. The Irrigation Service location is still being addressed, along with numerous Light Pole relocations progress for Sidewalk installation has been hindered. There is a chance that some sidewalk may not be installed this fall.

It is our goal to have the wear course installed, striping installed & the road open to traffic by the original Nov. 15th completion date. At this time we would also like to request that Liquidated Damages are nullified after November 15th. We feel that we have done everything in our power to try and keep the project moving in a positive direction in order to meet the completion date.

We will continue on in full force & assist in anyway that we can to keep the project moving forward, with high hopes to meet the completion date. Please give me a call with any questions that you may have. Thank you in advance for your consideration

Sincerely,



Keith P. Herman
Project Manager
North Pine Aggregate, Inc.

Public Works Committee

6. 1.

Meeting Date: 10/16/2012

Submitted For: Grant Riemer

By: Grant Riemer, Engineering/Public Works

Title:

Consider Blvd. Maintenance Options on Dysprosium St

Background:

2011 saw the completion of the Dysprosium St reconstruction project. The project included the installation of sidewalks, blvd trees and sodded boulevards. Concerns have been raised that property owners are not providing routine maintenance such as watering and mowing to the boulevard area. Many of the trees will be replaced because of die back. These trees are under warranty, but will die again if not properly cared for by the property owners. Mowing of the boulevard area has also been an issue with large weeds and tall grass going un checked in the area between the road and sidewalk.

Notification:

Observations:

Funding Source:

N/A

Staff Recommendation:

Committee Action:

Based on committee discussion

Form Review

Inbox

Kurt Ulrich

Form Started By: Grant Riemer

Reviewed By

Kurt Ulrich

Date

10/10/2012 10:16 PM

Started On: 10/10/2012 11:04 AM

Final Approval Date: 10/10/2012