

CITY OF RICHFIELD, MINNESOTA

THURSDAY, SEPTEMBER 3, 2009

SPECIAL CITY COUNCIL MEETING

CITY COUNCIL CHAMBERS
6700 PORTLAND AVENUE

5:30 P.M.

AGENDA

Call to order

Roll call

1. Council approval of agenda
2. Consideration of authorization of roof replacement of rink one at the Richfield Ice Arena by QT commercial Roofing for \$145,675

Staff Report No. 173

Notes: _____

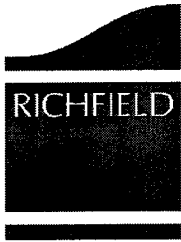
3. Consideration of Contract Change Orders #3, #4 and #7 for the Renovation of Lincoln Athletic Complex

Staff Report No. 174

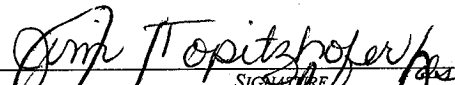
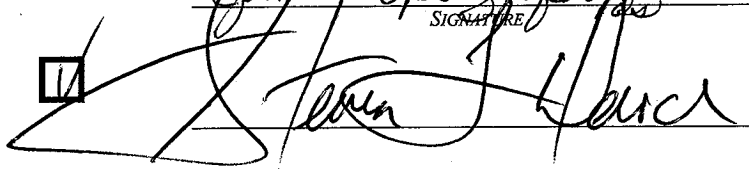
Notes: _____

4. Discussion of 2010 Proposed Budget and Tax Levy
5. Adjournment

Auxiliary aids for individuals with disabilities are available upon request. Requests must be made at least 96 hours in advance to the City Clerk at 612-861-9738.



STAFF REPORT
CITY COUNCIL MEETING
SEPTEMBER 3, 2009

REPORT PREPARED BY:	BRANDON KLEMENT, FACILITIES MANAGER
	<small>NAME, TITLE</small>
DEPARTMENT DIRECTOR REVIEW:	<input checked="" type="checkbox"/>  <small>SIGNATURE</small>
REVIEWED BY CITY MANAGER:	<input checked="" type="checkbox"/> 

ITEM FOR COUNCIL CONSIDERATION:
Consideration of authorization of roof replacement of rink one at the Richfield Ice Arena by QT Commercial Roofing for \$145,675.

I. RECOMMENDED ACTION:
By Motion: Accept the bid minutes/tabulation and approve QT Commercial Roofing to perform roof replacement of rink one at the Richfield Ice Arena.

II. BACKGROUND

During June of 2008, a severe storm came through Richfield that included damaging winds and hail. The City of Richfield's insurance representative, Allied Adjusters, determined that the roof was damaged from the hail and that it was to be replaced. Allied approved a claim to replace the roof in the amount of \$135,000.

The notice of bids for the roof replacement was published in the Richfield Sun-Current on August 6, 2009 and a formal bid opening was held on August 17, 2009. The lowest bid was received by QT Commercial Roofing in the amount of \$145,675. Specifications included installation of 35-year fiberglass asphalt shingles, replacing the shingles on the cupola with metal fascia and installing R25 insulation over the decking. The existing roof does not have decking insulation and the new insulation will reduce energy costs of the facility by approximately \$8,000 per year. The shingles are being replaced by metal fascia because the existing shingles on the cupola are in constant repair.

III. BASIS OF RECOMMENDATION

A. POLICY

- City expenditures exceeding \$100,000 require advertising of sealed bids through public notice.

B. CRITICAL ISSUES

- Approval at the September 3, 2009 Council meeting will facilitate completed roof replacement by September 30, 2009. Outdoor temperatures in September offer excellent conditions for asphalt shingle installation.

C. FINANCIAL

- Funding for this project will come from the following sources:

1) Insurance settlement	\$135,000
2) Rebate	2,500
3) First year energy savings	<u>8,000</u>
Total funding available	\$145,500

D. LEGAL

- The bid opening held on August 17, 2009, was in accordance with legal requirements.

E. ENVIRONMENTAL
CONSIDERATIONS

- None

IV. ALTERNATIVE RECOMMENDATION(S)

- None

V. ATTACHMENTS

- Bid Minutes/Tabulation

VI. PRINCIPAL PARTIES EXPECTED AT
MEETING

- None

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CITY OF RICHFIELD, MINNESOTA

Bid Opening
August 17, 2009
10:00 a.m.

2009 Ice Arena Rink One Roof Replacement
Bid No. 09-14

Pursuant to requirements of Resolution No. 1015, a meeting of the Administrative Staff was called by Beth Dawson, Acting City Clerk, who announced that the purpose of the meeting was to receive, open and read aloud, bids for 2009 Ice Arena Rink One Roof Replacement, as advertised in the official newspaper on August 6, 2009.

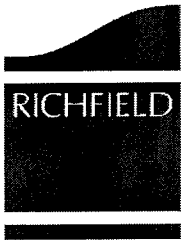
Present: Beth Dawson, Acting City Clerk
Brandon Klement, Facilities Manager
Cheryl Krumholz, City Manager Representative

The following bids were submitted and read aloud:

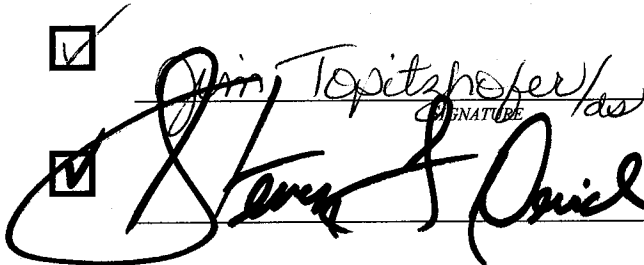
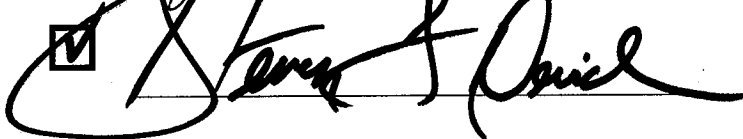
Bidder's Name	Bid Bond	Bid Amount
QT Commercial	Cashier's Check Provided	\$145,675.00

The Acting City Clerk announced that the bids would be tabulated and considered at the September 3, 2009 Special City Council Meeting.

Beth Dawson Acting City Clerk



STAFF REPORT
CITY COUNCIL MEETING
SEPTEMBER 3, 2009

REPORT PREPARED BY:	JIM TOPITZHOFER, RECREATION SERVICES DIRECTOR
	<small>NAME, TITLE</small>
DEPARTMENT DIRECTOR REVIEW:	<input checked="" type="checkbox"/> 
REVIEWED BY CITY MANAGER:	<input checked="" type="checkbox"/> 

ITEM FOR COUNCIL CONSIDERATION:
Consideration of Contract Change Orders #3, # 4 and #7 for the Renovation of Lincoln Athletic Complex.

I. RECOMMENDED ACTION:
By Motion: Approve Contract Change Order #3 to remove a buried drain system in the amount of \$602.00, Change Order # 4 to remove two buried dugout foundation/footings in the amount of \$1,430.00, and Change Order #7 to upgrade horizontal fencing posts in the amount of \$7,500 for the Lincoln Athletic Complex.

II. BACKGROUND

The City of Richfield authorized a contact with Ebert Construction Inc. on June 23, 2009 for the renovation of Lincoln Athletic Complex. Staff is recommending Council to approve Contract Change Order #3 and #4:

Change Order #3 – An abandoned French drain system was discovered during the demolition of the storage building. This building was originally equipped with a concession stand including a sink. A make shift drain was installed and then abandoned when the concessions for the complex was moved to a newer building. The removal of the drain is required by the State of Minnesota. The cost to remove it is \$602.

Change Order #4 – Footings and foundation for two dugouts were discover buried underneath the surface and needed to be removed because of the location of fencing for the new fields. The cost to remove both foundations is \$1,430.

Change Order #7 – The fencing contractor and architect are recommending upgrading the horizontal fencing components to a heavier gauge to better handle wind and ice loads. The cost of the upgrade is \$7,500.

III. BASIS OF RECOMMENDATION

A. POLICY

- It is appropriate for City Council to review and approve contract change orders which are additions to the project contract.

B. CRITICAL ISSUES

- The Contractor is under a time constraint to complete site demolition, grading, irrigation and seeding by September 24, 2009 in order to establish turf for the next season.

C. FINANCIAL

- If approved, the three contract change orders will change the contract for Ebert Construction as follows:

Base Bid, Alternates and previous approved change orders	\$ 993,970.20
Change Order #3	602.00
Change Order #4	1,430.00
Change Order #7	<u>7,500.00</u>
New Contract Amount Cost	\$1,003,502.20

- Funding for the remainder of this project will be in the form of an internal loan to the City's recreation fund, paid back from future proceeds from City liquor store operations, the same manner that the City financed the outdoor pool renovation in 2003.

D. LEGAL

- None

E. ENVIRONMENTAL CONSIDERATIONS

- None

IV. ALTERNATIVE RECOMMENDATION(S)

- None

V. ATTACHMENTS

- Change Order #3
- Change Order #4
- Change Order #7

VI. PRINCIPAL PARTIES EXPECTED AT MEETING

- None



3-1

23350 County Road 10
Corcoran, MN 55357
Ph : 763-498-7844

Change Proposal

To: Kevin Busch
Busch Architects Inc
Suite 501
2402 University Ave W
St Paul, MN 55114-1745
Ph: (651)645-6675 Fax: (651)645-8071

Number: 3
Date: 7/31/09
Job: 6520 Lincoln Athletic Complex
Phone:

Description: Removal of Existing Drain

We are pleased to offer the following specifications and pricing to make the following changes:

A Drain line has been found at the existing 2-story building. Per Jim T. this is to be removed. Due to unknown conditions, distances, depths and type of drain system Ebert Construction is proposing the following unit prices for the following work.

- Excavate to expose existing drain line
- Continue excavation to expose drain line to it's termination point.
- Expose tank, french drain or what ever the end point is.
- Remove entire system.
- Photographic documentation will be taken
- It is recommended to have a city staff on site to direct and verify conditions

Pricing is as follows;

- \$33 per cubic yard to remove and stockpile existing soils.
- \$10 per cubic yard to place and compact existing soils.
- \$15 per cubic yard to import, place and compact soils. (only needed if removed drain system is large enough to create a void)
- \$65 per hour for superintendent
- \$75 per hour for project management
- Contract time extension to be actual time incurred

The price of this change proposal is intentionally left at \$0. Once all the information is gathered the above unit prices will be used to present a total dollar amount.

ACTUAL AMOUNTS

14 cubic yards were excavated, stock piled, replaced and compacted. Price break down is as follows

\$33 x 14 c.y. = \$462 Remove and stockpile

\$10 x 14 c.y. = \$140 Place and compact

Grand Total \$602

The total amount to provide this work is \$602.00
 (Please refer to attached sheet for details.)

If you have any questions, please contact me at .



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23350 County Road 10
Corcoran, MN 55357
Ph : 763-498-7844

Submitted by:

Approved by: _____

Date: _____

Cc:



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23350 County Road 10
Corcoran, MN 55357
Ph : 763-498-7844

Change Proposal 3 Price Breakdown Continuation Sheet

Description: Removal of Existing Drain

Description	Labor	Material	Equipment	Subcontract	Other	Price
Earthwork				\$547.00		\$547.00
					Subtotal:	\$547.00
				\$547.00	10.05%	\$55.00
					Total:	\$602.00



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23350 County Road 10
Corcoran, MN 55357
Ph : 763-498-7844

Change Proposal

To: Kevin Busch
Busch Architects Inc
Suite 501
2402 University Ave W
St Paul, MN 55114-1745
Ph: (651)645-6675 Fax: (651)645-8071

Number: 4
Date: 8/10/09
Job: 6520 Lincoln Athletic Complex
Phone:

Description: Existing Foundation Removal

We are pleased to offer the following specifications and pricing to make the following changes:

Includes removal and disposal of (1) existing foundation and footings, place and compact fill to grade. This proposal is an each price and will change based on the qty. removed

The total amount to provide this work is \$1,430.00
(Please refer to attached sheet for details.)

Please note that Ebert Construction will require an extra 1 day.

If you have any questions, please contact me at .

Submitted by: Ebert Construction, Inc.

Approved by: _____
Date: _____

Cc:



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23350 County Road 10
Corcoran, MN 55357
Ph : 763-498-7844

Change Proposal 4 Price Breakdown Continuation Sheet

Description: Existing Foundation Removal

Description	Labor	Material	Equipment	Subcontract	Other	Price
Earthwork				\$1,300.00		\$1,300.00
					Subtotal:	\$1,300.00
				\$1,300.00	10.00%	\$130.00
					Total:	\$1,430.00



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23350 County Road 10
Corcoran, MN 55357
Ph : 763-498-7844

Change Proposal

To: Kevin Busch
Busch Architects Inc
Suite 501
2402 University Ave W
St Paul, MN 55114-1745
Ph: (651)645-6675 Fax: (651)645-8071

Number: 7
Date: 8/26/09
Job: 6520 Lincoln Athletic Complex
Phone:

Description: Upgraded Chain Link Fencing

We are pleased to offer the following specifications and pricing to make the following changes:

Supply and install upgraded chain link fencing

The total amount to provide this work is \$7,500.00
(Please refer to attached sheet for details.)

If you have any questions, please contact me at (763)498-7844.

Submitted by: Steve Jones
Ebert Construction, Inc.

Approved by: _____
Date: _____

Cc: Kevin Busch (Busch Architects Inc), Jim Topitzhofer (Richfield Recreation Services)



3-7

23350 County Road 10
Corcoran, MN 55357
Ph : 763-498-7844

Change Proposal 7 Price Breakdown
Continuation Sheet

Description: Upgraded Chain Link Fencing

Description	Labor	Material	Equipment	Subcontract	Other	Price
Fences & Gates				\$7,500.00		\$7,500.00

Subtotal: \$7,500.00

\$7,500.00 \$0.00

Total: \$7,500.00