

Public Works Committee Meeting
Tuesday, March 3, 2020 4:30 PM
Crete City Hall
243 E 13th Street
Crete, NE 68333

1. Open Meeting
2. In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the council chambers. Items listed on the agenda may be considered in any order.
3. Roll Call
4. Attendance of Committee members will be recorded to determine the presence of a quorum for official actions.
5. Items of Business
6. The Committee may take action to hear testimony in favor of or in opposition to, discuss/limit discussion and take action to approve or disapprove a recommendation to the City Council on any matter presented under this title.
 - A. Discuss the updated timeline for the replacement of the Tuxedo Park bridge.
 - B. Discuss and provide a recommendation to the City Council regarding the solid waste contract with Waste Connections.
 - C. Discuss and provide a recommendation to the City Council regarding the one-year street improvement project schedule, financing, and consultant selection.
 - D. Discuss and provide a recommendation to the City Council regarding a potential property tax sale purchase.

This item may be discussed in closed session under Nebraska Statute 84-1410(a): Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body.
 - E. Discuss and provide a recommendation to the City Council on authorizing the Mayor to sign and submit an application for federal Economic Development Administration grant funding to replace the 22nd Street bridge.
 - F. Discuss and provide a recommendation to the City Council on authorizing an RFQ to solicit quotes from engineering firms to conduct a Preliminary Environmental Review for the 22nd Street bridge project.
 - G. Discuss and provide a recommendation to the City Council regarding Resolution 2020-01: A Resolution restricting parking on Forest and Grove Avenues.
 - H. Discuss and provide a recommendation to the City Council on the Planning Commission's recommendation that the City fund a sidewalk study.
7. Officers' Reports
8. Reports may be given by Department Heads, other Committees and Council members concerning current operations of the City. Questions may be asked and answered.

No action can be taken by the Committee on matters presented under this title except to answer any question posed and to refer the matter for further action.

9. Adjournment

10. The City Council Committee will review the above matters and take such actions as they deem appropriate. The Committee may enter into closed session to discuss any matter on this agenda when it is determined by the Committee that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of an individual and if such an individual has not requested a public meeting, or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.

RESOLUTION NO. 2020-01

A RESOLUTION OF THE CITY OF CRETE, NEBRASKA RESTRICTING PARKING ON THE WEST SIDE OF FOREST AVENUE AND ON GROVE AVENUE BETWEEN THIRTEENTH AND FIFTEENTH STREETS.

WHEREAS, Forest Avenue and Grove Avenue are older, narrow streets constructed according to obsolete street construction standards, and

WHEREAS, the location of the new City Library at Fifteenth Street between Forest and Grove Avenues will create traffic congestion and pedestrian safety issues along Forest and Grove Avenues between Thirteenth and Fifteenth Streets, and

WHEREAS, parking is currently prohibited on the east side of Forest Avenue between Thirteenth and Fifteenth Streets, and

WHEREAS, the City of Crete has determined it is in the public’s best interests to restrict parking on the west side of Forest and on both sides of Grove Avenue between Thirteenth and Fifteenth Streets.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRETE, NEBRASKA:

Section 1. That parking be prohibited on the west side of Forest Avenue from the intersection of Thirteenth Street and Forest Avenue to the intersection of Fifteenth Street and Forest Avenue.

Section 2. That parking be prohibited on both sides of Grove Avenue from the intersection of Thirteenth Street and Grove Avenue to the intersection of Fifteenth Street and Grove Avenue.

PASSED AND ADOPTED this 3rd day of March 2020.

Mayor

ATTEST:

City Clerk

1-Year Plan - 2020
Crete, Nebraska

PRIORITY NO.	PROJECT NO.	DESCRIPTION	TOTAL ESTIMATED CONSTRUCTION COST	GENERAL OBLIGATION COST
1	266	On 22nd Street west of Ivy Avenue Remove wooden bridge and construct quadruple box culvert 6-inch paving on both approaches and 5-foot sidewalk	\$420,000	\$420,000
2	295	13th Street and Iris Avenue Intersection Construct 110' Diameter Roundabout 9-inch PC concrete	\$788,000	\$79,000
3	296	18th Street and Iris Avenue Intersection Construct 120' Diameter Roundabout 9-inch PC concrete	\$1,150,000	\$575,000
4	297	On Linden Avenue from 13th Street to 12th Street Mill and overlay 2" asphalt 30' wide from the existing curb and gutter including the 12th Street intersection	\$90,000	\$90,000
5	277	On 24th Street, from Main Avenue to Norman Avenue Construct 6" P.C. concrete paving 32' wide with storm sewer	\$101,000	\$40,000
6	276	On Norman Avenue, from 23rd Street to 24th Street Construct 6" P.C. concrete paving 32' wide with storm sewer	\$101,000	\$40,000
7	279	On 18th Street from Main Avenue to Norman Avenue Construct 6" P.C. concrete paving 32' wide	\$101,000	\$40,000
8	281	On 19th Street Main Avenue to Norman Avenue Construct 6" P.C. concrete paving 32' wide with storm sewer	\$101,000	\$40,000
9	273	Tuxedo Park Road Bridge Replace existing wood deck bridge with P.C. concrete 32' wide bridge with 10' wide walkway	\$3,150,000	\$315,000
10	288	Tuxedo Park Bridge to Tuxedo Park Walk Bridge Construct 350' 5-inch P.C. concrete 8' trail walkway/bikeway	\$18,400	\$18,400
11	290	On 20th Street, from Main Avenue to Norman Avenue Construct 6" P.C. concrete paving between existing 24' curb and gutter	\$61,000	\$14,000
12	215	West 12th Street west of Arizona Avenue Construct 8-inch P.C. concrete 25' wide 825' long	\$101,000	\$0

CITY LETTERHEAD

March 3rd, 2020

MEMORANDUM

To: Professional Engineering Firms
Re: 22nd Street Box Culvert and Pipeline

To Professional Engineering Firms:

The City of Crete, located in Saline County, Nebraska is applying for funding through the Economic Development Administration (EDA) for 2019 Disaster Supplemental Funds for a box culvert and wastewater lift station and force main to replace an existing bridge at 22nd and Ivy St spanning Walnut Creek in Crete.

The City is inviting "Statements of Qualifications" and other pertinent information from professional engineering firms interested in assisting the City in design and construction. A Preliminary Engineering Report (PER) for the replacement of the existing bridge with a box culvert and improvements to the wastewater lift station and force main has not been completed on this project. The EDA requirements for PERs as outlined in form ED-900C are listed below.

Qualified firms responding to this proposal will assist in all needed services for a completed project, to include at a minimum; a complete the preliminary engineering report and assist in completion of environmental narrative in accordance with EDA requirements, and ***if EDA funds are awarded for construction***, design of final improvements, develop bidding documents and assist in the bidding process, assist the community in construction contract administration and in construction observation.

Any interested firms should submit, in writing, their statement of qualifications and should, at a minimum, address the following factors:

1. Qualifications, technical expertise concerning design of box culverts and related hydrology studies and wastewater and lift station sizing, and design, and control/communication systems; experience of the firm, and "key personnel" who would be working on the project; (30 pts.)
2. Knowledge of, and experience with, federally-funded programs and record of past performance on previous contracts for similar projects; including quality of work, timeliness and cost control. May include examples of past projects and references as well as knowledge of the proposed project. (30 pts.)
3. Discuss project approach in working with the City and proposed Scope of Work for a complete project (30 pts.)
4. Proposed timeframe (implementation schedule) for undertaking the project based upon months from award of engineering contract and taking into consideration the current workload of the firm. (10 pts.)

Other submittal requirements:

- Proposals may not exceed a total of 12 single sided pages (not including the cover page, table of contents or separating “tabs”)
- Only written proposals will be accepted
- Price is not a factor and should not be included in the proposal
- Deadline for submittal of written material is **10:00 AM, Friday, March 13th, 2020**
- Submittals of 8 copies should be received, or hand delivered to the below address by the deadline:

**RFQ-Crete 22nd Street Box Culvert
Tom Ourada
PO Box 86
243 East 13th St
Crete, Nebraska
68333**

Questions regarding this request should be directed toward the Project Administrator, Liz Cody, Southeast Nebraska Development District, 2100 Fletcher Ave., Ste. 100, Lincoln, Nebraska, 68521, (402) 475-2560, lcody@sendd.org.

The proposed project will be funded with EDA 2019 Supplemental Disaster Funds and local resources, **contingent upon EDA project approval and award**. The City of Crete reserves the right to reject any and all proposals received as part of this request. The City anticipates interviewing one or more of the firms following review of submittals. Qualified firms will be procured according to Federal guidelines.

EDA's application requires a Preliminary Engineering Report that includes:

C.1. Description of project components. Provide a general description of all project components involved in the project. Indicate whether the project involves the construction of new infrastructure or facilities or the renovation or replacement of existing ones. Describe each of the project components in terms of dimensions, quantities, capacities, square footage, etc.

C.2. A statement verifying that the project components described in the engineering report are consistent with the EDA investment project description that is provided in Section B.2 of Form ED-900. Engineering reports that describe project components that are inconsistent with the EDA investment project description in Section B.2 of Form ED-900 will not be considered valid.

C.3. Drawings showing the general layout and location of the existing site conditions and of the project components as well as location of any project beneficiary identified in Section B.9 of Form ED-900 that provide economic justification for the project, if any. Rough dimensions and quantities for major project components should be shown and labeled on the drawings. Drawings should clearly identify the project components that are being proposed. Applicants are encouraged to clarify such drawings, for example, through color coding, labeling, and other appropriate methods.

C.4. A feasibility analysis for the constructability of the project. Include a review of the existing conditions and note particular features, alignments, and circumstances affecting construction of project components.

C.5. The proposed method of construction. Indicate whether construction procurement will be done through competitive bid or other method. Indicate if any portion of the project is to be done by design/build, construction management at risk, the applicant's own forces, or a third-party construction manager. If an alternate construction procurement method (other than traditional design/bid/build with sealed competitive bid process) is proposed, a construction services procurement plan must be provided to EDA for approval in accordance with EDA's regulation at 13 C.F.R. § 305.6(a).

C.6. The number of construction contracts anticipated. If multiple contracts are proposed, describe the project components included in each contract. If separate contracts are anticipated for demolition or site work, the budget information cost classification should reflect the estimated costs for these components. If project phasing is proposed, a project phasing request must be provided to EDA for approval per EDA's regulation at 13 C.F.R. § 305.9(a).

C.7. A current detailed construction cost estimate for each of the project components. Show quantities, unit prices, and total costs and provide a basis for the determination of construction contingencies. The total of this estimate should match the construction line item of the SF-424C.

C.8. Real property acquisition. If the budget includes costs for acquisition of real property, include a current fair market value appraisal completed by a certified appraiser for the property to be purchased.

C.9. A list of all permits required for the proposed project and their current status. Identify all permits required; include the timeline to obtain the permits and discuss how the permitting relates to the overall project schedule. If the project crosses a railroad right-of-way or is within a railroad right-of-way, explain any permitting or approvals that may be required from the railroad or other authority and the timeframe for obtaining these permits or approvals.

C.10. An overall estimated project schedule. This schedule should agree with the project schedule outlined in the ED-900. Include the number of months for each of the following:

- i. design period;
- ii. period of time to obtain required permits;
- iii. period of time to obtain any required easements or rights-of-way;
- iv. solicitation of bids and awarding of contracts, and
- v. construction period.

C.11. Overall project budget breakdown. For each “cost classifications” line item that the applicant indicates will be included in the project budget on Form SF-424C, the applicant must provide a breakdown of the proposed project costs and tasks that is consistent with the detailed construction cost estimate for the project provided in the PER.