



CITY OF CLEAR LAKE

15 North 6th Street • P.O. Box 185 • Clear Lake, IA 50428
Phone: 641-357-5267 • Fax: 641-357-8711
www.cityofclearlake.com

Mayor
NELSON P.
CRABB

December 16, 2016

HONORABLE MAYOR & CITY COUNCIL MEMBERS

City
Administrator
SCOTT
FLORY

The next regular meeting of the Clear Lake City Council is scheduled for Monday, December 19, 2016, at 6:30 p.m., in the Council Chambers, at City Hall. Please refer to the attached agenda for the items discussed below.

COUNCIL MEMBERS

MARK
EBELING
Ward 1

ITEM #6A. **Purchase of single-axle plow truck & snow equipment.** The purchase of a replacement single-axle plow truck, with snow removal equipment package (plows, hydraulics, pre-wet system, box, and sander), was budgeted for in the City's FY 17 capital budget. The new truck would replace a 1993 International 4x2 single-axle plow truck, with reversible plow and stainless steel tailgate box sander, which will be disposed of by the City either through a trade-in or an outright sale. The City budgeted \$200,000 for the purchase (FY 17). Anticipated delivery time is roughly 3 months for the truck chassis & cab and not later than June 15th for the installation of the snow plow equipment. The purchase is being funded entirely from Road Use Tax Revenues.

JIM
BOEHNKE
Ward 3

A request for sealed proposals was distributed to prospective bidders on November 30th and reviewed with the Council on December 5th. Responses from vendors were due to the Public Works Director by 10:00 a.m. on December 13th. A total of two (2) responses were received for the truck chassis & cab and a total of two (2) for the snow removal equipment package.

MIKE
CALLANAN
At Large

GARY
HUGI
At Large

The City's specifications for the truck included several recommendations from the City's snow plow operators. One of the recommendations was to have plow trucks with a rear wing plow and underbody scrapper. This is the same style plow truck that the City purchased in 2014. The proposed style of plow truck enables one truck to plow from centerline to the curb in one single-pass on most Clear Lake residential streets; greatly improving efficiency.

The truck chassis & cab was bid using Iowa DOT State bid compact purchasing pricing. The snow removal equipment package was bid separately from the truck chassis and cab for that reason. The recommendation is to purchase the 4x2 single-axle chassis and cab plow truck from Harrison Truck Center (Clear Lake) in the amount of \$78,967 and the snow removal equipment package from Crysteel Truck Equipment (Lake Crystal, MN) for \$106,375.



ITEM #6B. **E. Main Ave Street Reconstruction Project.** At its meeting on November 21st, the Council initiated the special assessment process and set December 19th as the date for a public hearing on the proposed "Resolution of Necessity". Notices to the affected property owners were mailed on or before December 2nd. Additionally, notice of hearing was published in the Clear Lake Mirror Reporter, as required by law, for two consecutive weeks (November 30th and December 7th).

The engineer's estimate of the probable cost of construction is \$859,873. Indirect Project costs (engineering, legal, administrative) are estimated at \$120,400, or 14% of the Project's estimated cost. Therefore, the total estimated cost of the Project is \$980,273. The total cost of the Project estimated to be assessed against the benefited properties is \$174,220, or 17.8% of the Project cost.

The Council will conduct the required public hearing on the proposed "Resolution of Necessity", which must receive approval from 4/5's of the full membership of the City Council. If a "remonstrance" is filed, a unanimous vote of the Council is required. A "remonstrance" is defined as a petition signed by 75% of the amount of the proposed special assessments.

The City has been awarded grant funding from two separate DOT programs to offset costs of the Project. The City will be receiving \$70,000 in TAP funding for the bike lane(s) extension component of the project and \$450,000 in STP funds for the road improvements, as well.

The tentative schedule calls for the Project bid letting to be held by the Iowa DOT on January 18, 2017, with consideration of an award of contract on February 6, 2017. Construction activities are proposed to commence in the spring of 2017 and be completed in July, 2017.

Smart Quote: "Any fool can criticize, condemn, and complain – and most fools do. But it takes character and self-control to be understanding and forgiving." – Dale Carnegie, writer, lecturer, and leadership consultant

Scott Flory
City Administrator

PUBLIC NOTICE IS HEREBY GIVEN that the following governmental body will meet at the date, time, and place herein set out. The tentative agenda for said meeting is as follows:

TENTATIVE AGENDA
CLEAR LAKE CITY COUNCIL
CITY HALL – 15 N. 6TH STREET
MONDAY, DECEMBER 19, 2016
6:30 P.M.

1. Call to Order and Pledge of Allegiance led by Mayor Nelson P. Crabb.
2. Approval of Agenda.
3. Consent Agenda:
 - A. Minutes –December 5, 2016.
 - B. Approval of the bills & claims.
 - C. Licenses & Permits:
 - Liquor License: Class C Liquor License (LC) (Commercial) with Outdoor Service and Sunday Sales, The Other Place, (renewal).
4. Citizens opportunity to address the Council on items not on the agenda:
 - In conformance with the City Council’s Rules of Procedure, no action can occur on items presented during the Citizens forum.
 - Please walk to the lectern, state your name (spell last name), address, and subject of your discussion.
 - Speakers are limited to a maximum of five (5) minutes per person.
5. Unfinished Business:
 - **Motion** to approve **Ordinance #820**, “An **Ordinance** establishing grades for the 14th Avenue N. Street Reconstruction Project by City Council (2nd reading)
 - Discussion and consideration of **Motion** by City Council.
6. New Business:
 - A. Purchase of a 2018 single-axle 4x2 truck chassis & cab and associated snow equipment for Public Works Department:
 - Introduction by Scott Flory, City Administrator.
 - Review of bids and recommendation, Joe Weigel, Public Works Director and Dave Whitehurst, Public Works Foreman
 - **Motion** to authorize the purchase by the by City Council.
 - Discussion and consideration of **Motion** by City Council.

B. Street Reconstruction Project:

- Introduction by Scott Flory, City Administrator.
- Review of plans & specifications, Jason Petersburg, P.E., Veenstra & Kimm.
- Open public hearing by Mayor Nelson P. Crabb.
- **Motion** to close the public hearing by City Council.
- **Motion** to approve **Resolution #16-66**, “A Resolution with respect to the adoption of the Resolution of Necessity for the E. Main Avenue Street Reconstruction & Bike Lane Extension Project” by City Council.
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #16-67**, “A Resolution directing preparation of detailed plans and specifications, form of contract, and notice to bidders on the E. Main Avenue Street Reconstruction & Bike Lane Extension Project” by City Council.
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #16-68**, “A Resolution ordering bids, approving plans and specifications, form of contract, and notice to bidders, fixing the amount of bid security, and ordering Clerk to post to bidders and fixing date for receiving same, and for public hearing on plans, specifications, form of contract, and estimate of costs” by City Council.
- Discussion and consideration of **Motion** by City Council.

C. Veterans Memorial Golf Course Parking Lot & Stormwater Quality Improvement Project:

- Review of Pay Estimate #2 and Change Order #1, Joe Weigel, Public Works Director.
- **Motion** to approve Pay Estimate #2 and Change Order #1 by City Council.
- Discussion and consideration of **Motion** by City Council.

7. Chief of Police’s Report:

8. Mayor’s Report:

9. Public Works Director’s Report:

- Roll-off box truck repairs.

10. City Administrator's Report:

- Employee training – January 13th, at 10:00 a.m.

11. Other Business:

12. Adjournment.

NEXT REGULAR MEETING – JANUARY 3, 2017

This notice is given pursuant to Chapter 21.4(1) of the Code of Iowa and the local rules of said governmental body

ORDINANCE NO. _____

**GRADE ORDINANCE FOR
14th AVE. NORTH STREET IMPROVEMENT PROJECT
CLEAR LAKE, IOWA**

Be it ordained by the City Council of Clear Lake, Cerro Gordo County, Iowa.

Section 1. That the centerline grades for all project streets are hereby established about the datum plane as follows:

Grade Ordinance 14th AVE. NORTH from LOGAN DRIVE to NORTH 8TH STREET. Begin at station 15+90 increasing East to 21+75.

<u>Station</u>	<u>Existing Centerline Elevation</u>	<u>New Centerline Elevation</u>	
15+90	1213.21	1213.21	
16+00	1213.14	1213.26	
16+50	1213.19	1213.52	
17+00	1213.38	1213.78	
17+50	1213.63	1214.04	
18+00	1213.86	1214.30	
18+50	1214.16	1214.56	
19+00	1214.29	1214.82	
19+50	1214.59	1215.08	
20+00	1214.95	1215.34	
20+50	1215.16	1215.60	
21+00	1215.60	1215.86	
21+40	1216.03	1216.07	PVI - SAG; 50' VERTICAL CURVE
21+75	1217.07	1217.14	

PVI = POINT OF VERTICAL INTERSECTION

Section 2. All ordinances or parts of ordinances that conflict herewith are repealed.

Section 3. That this ordinance shall be in force and effect from and after its passage and publication as provided by law.

Pass and approved this _____ day of _____, 2016.

Nelson Crabb, Mayor

ATTEST:

Jennifer Larsen, City Clerk

Published in the _____.

**BID SUMMARY
FOR
2017 SNOW PLOW TRUCK EQUIPMENT**

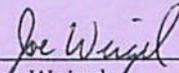
	Crysteel Truck Equipment Lake Crystal, MN	Monroe Truck Equipment Monroe, WI
Snow Equipment		
12' Radius Dump Spreader Box	<u>\$48,170.00</u>	<u>\$49,956.00</u>
Hydraulics	<u>\$26,230.00</u>	<u>\$27,030.00</u>
11' Power Reversing Plow	<u>\$5,105.00</u>	<u>\$5,304.00</u>
Pin Hitch	<u>\$5,085.00</u>	<u>\$5,356.00</u>
Rear Mount 9' Patrol Wing	<u>\$9,570.00</u>	<u>\$9,894.00</u>
HD Fixed Angle Scraper	<u>\$6,750.00</u>	<u>\$7,038.00</u>
Pre-Wet Angle Scraper	<u>\$5,465.00</u>	<u>\$5,768.00</u>
Total Price	<u>\$106,375.00</u>	<u>\$110,346.00</u>

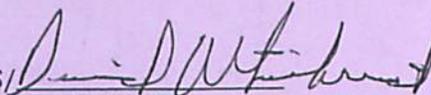
FY 17 budget includes \$200,000 for the purchase of the 2018 Truck Chassis equipped with a dump body, hydraulics, front-mount snowplow, rear mount 9' patrol wing, HD fixed angle scraper and Pre-Wet System. Staff uses the vehicle and equipment primarily for snow removal and shoulder edging, and for other maintenance purposes. Staff sent out RFP's on December 5th and received two bids by December 13, 2016.

After reviewing the bids and specifications and consideration of performance, previous experience and quality of service with dealers, **City staff believes that the best bid is from Crysteel Truck Equipment of Lake Crystal, Minnesota and we recommend purchasing the Snow Plow Truck equipment for a total bid of \$106,375.**

The City budgeted \$200,000 in FY-17 for the purchase of the truck chassis and above snow plow equipment. Therefore, the total cost of the completed unit, with truck chassis and snow equipment as recommended is \$190,842 without trade or sale of City's 1993 International Truck and \$185,342 if City opts to trade-in the existing 1993 truck with plow and sander.

It is estimated to take 6-7 months from the order date for dealer to get all the equipment and to complete the installation of the equipment. **Installation completion date is to be no later than June 15th, 2016 per the specifications.**

S/ 
 Joe Weigel
 Public Works Director

S/ 
 David Whitehurst

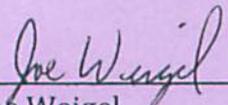
**BID SUMMARY
FOR
2018 SINGLE AXLE TRUCK CHASSIS**

	Interstate Motor Trucks Mason City, IA	Harrison Truck Centers Clear Lake, IA
Single Axle Truck Chassis	<u>\$82,100.00</u>	<u>\$81,917.00</u>
Less trade 1993 Int. (Truck Only)	<u>\$4,000.00</u>	<u>\$0.00</u>
Less trade 1993 Int. Truck with Plow and Sander	<u>\$7,000.00</u>	<u>(\$5,500.00)</u>
Extended Warranty 5 yr.	<u>\$3,000.00</u>	<u>\$2,550.00</u>
Total Net Price	<u>\$78,100.00</u>	<u>\$78,967.00</u>

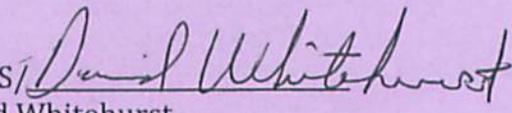
After reviewing the bids and specifications, **City Staff believes that the best bid is from Harrison Truck Centers of Clear Lake, Iowa, at a total net cost of \$78,967 with trade of 1993 Int. Truck with Plow and Sander.** The City reserves the right to sell or dispose of any trade-in up to and until the date of delivery of the new single axle truck chassis. City staff is recommending the purchase of the Freightliner Truck over the International giving local purchasing preference to Harrison Truck Centers.

The City has budgeted \$200,000 for the purchase of the truck chassis and snow plow equipment.

The anticipated delivery date of the truck chassis is March 10, 2016.

S/ 

Joe Weigel
Public Works Director

S/ 

David Whitehurst

Council Member _____ introduced the following Resolution entitled "RESOLUTION WITH RESPECT TO THE ADOPTION OF THE RESOLUTION OF NECESSITY PROPOSED FOR THE EAST MAIN AVENUE STREET RECONSTRUCTION & BIKE LANE EXTENSION PROJECT" and moved that it be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION WITH RESPECT TO THE ADOPTION OF THE
RESOLUTION OF NECESSITY PROPOSED FOR THE EAST
MAIN AVENUE STREET RECONSTRUCTION & BIKE LANE
EXTENSION PROJECT

WHEREAS, this Council has proposed a Resolution of Necessity for the East Main Avenue Street Reconstruction & Bike Lane Extension Project, has given notice of the public hearing thereon as required by law; and

WHEREAS, the public hearing has been held, all persons offering objections have been heard and consideration given to all objections pending before this Council; and

WHEREAS, this is the time and place set as provided for the taking of action on the proposed Resolution of Necessity;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLEAR LAKE, STATE OF IOWA:

Section 1. That the proposed Resolution of Necessity described above is hereby:

- Adopted, without amendment, and all objections filed or made having been duly considered are overruled.
- Adopted as amended by the Schedule of Amendments attached hereto as Exhibit A, and made a part hereof by reference. All objections filed or made having been duly considered are overruled.
- Deferred for later consideration to a Council meeting to be held on _____ day of _____, next, at _____ o'clock _____.M, at this meeting place, with jurisdiction retained for further consideration and action at the adjourned meeting.
- Abandoned.

Section 2. That all written requests for agricultural deferment by property owners must be filed within ten (10) days following the date of adoption of this Resolution.

PASSED AND APPROVED this 19th day of December, 2016.

Mayor

ATTEST:

City Clerk

Council Member _____ introduced the following Resolution entitled "RESOLUTION DIRECTING PREPARATION OF DETAILED PLANS AND SPECIFICATIONS, FORM OF CONTRACT AND NOTICE TO BIDDERS ON THE EAST MAIN AVENUE STREET RECONSTRUCTION & BIKE LANE EXTENSION PROJECT" and moved that it be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION DIRECTING PREPARATION OF DETAILED
PLANS AND SPECIFICATIONS, FORM OF CONTRACT AND
NOTICE TO BIDDERS ON THE EAST MAIN AVENUE
STREET RECONSTRUCTION & BIKE LANE EXTENSION
PROJECT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLEAR LAKE,
STATE OF IOWA:

That Jason Petersburg, P.E., Engineer, is hereby ordered and directed to prepare and file with the Clerk detailed plans and specifications for the construction of the East Main Avenue Street Reconstruction & Bike Lane Extension Project.

BE IT FURTHER RESOLVED that the Engineer is hereby ordered and directed to prepare and file with the Clerk a Notice to Bidders and form of contract for the construction of the East Main Avenue Street Reconstruction & Bike Lane Extension Project.

PASSED AND APPROVED this 19th day of December, 2016.

Mayor

ATTEST:

City Clerk

PART 2

Council Member _____ introduced the following Resolution and moved its adoption. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon the Mayor declared the following Resolution duly adopted:

RESOLUTION ORDERING BIDS, APPROVING PLANS, SPECIFICATIONS AND FORM OF CONTRACT AND NOTICE TO BIDDERS, FIXING AMOUNT OF BID SECURITY, AND ORDERING CLERK TO PUBLISH NOTICE AND FIXING A DATE FOR RECEIVING SAME, AND FOR A PUBLIC HEARING ON PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COSTS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLEAR LAKE, STATE OF IOWA:

That the East Main Avenue Street Reconstruction & Bike Lane Extension Project is hereby ordered to be advertised for bids for construction.

BE IT FURTHER RESOLVED that the detailed plans and specifications as prepared by Jason Petersburg, P.E., Engineer, for the project, for the construction of the East Main Avenue Street Reconstruction & Bike Lane Extension Project, and the form of contract and Notice to Bidders, as approved by counsel, be and the same are hereby approved, subject to hearing thereon, and are hereby ordered placed on file in the office of the Clerk for public inspection.

BE IT FURTHER RESOLVED, that the amount of the security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders hereby approved as a part of the specifications.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to advertise for bids for the construction of the improvements. Pursuant to joint agreement with the Highway Division, Department of Transportation, the bids will be received and opened under the supervision of the Division at Office of Contracts, 800 Lincoln Way, in the City of Ames, Iowa,

at 10:00 A.M. on January 18, 2017. The Contracts Engineer, Office of Contracts, Iowa Department of Transportation or his authorized representative is hereby named to attend at the opening of bids on behalf of the City. Thereupon the bids will be referred to the City Council for action upon the bids at a meeting to be held at the Council Chambers, City Hall, 15 North 6th Street, Clear Lake, Iowa, on the 6th day of February, 2017, at 6:30 P.M. Notice to Bidders is to be posted once in a relevant contractor plan room service with statewide circulation and a relevant construction lead generating service with statewide circulation and on an internet site sponsored by either the City or a statewide association that represents the City. Posting shall be not less than thirteen clear days nor more than forty-five days prior to the date fixed for the letting.

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice of hearing once in the "Clear Lake Mirror Reporter", a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be held at 6:30 o'clock P.M. on January 3, 2017.

PASSED AND APPROVED this 19th day of December, 2016.

Mayor

ATTEST:

City Clerk



VEENSTRA & KIMM, INC.

2800 Fourth Street SW, Suite 9 • Mason City, Iowa 50401-1596
641-421-8008 • 641-380-0313(FAX) • 877-241-8008(WATS)

By: Jason Petersburg, P.E.
Updated: December 8, 2016
Project No. 383156

Project Schedule East Main Avenue STP Street Reconstruction Project City of Clear Lake

Task

Date

Review Project Scope with City Council	October 17, 2016
Review Preliminary Assessments with City Council	November 21, 2016
Adopt Preliminary Resolution & Set Date for Public Hearing on Resolution of Necessity	November 21, 2016
1st Publication in Newspaper	November 30, 2016
Mail Notices to Property Owners	By December 2, 2016
2nd Publication in Newspaper	December 7, 2016
Public Hearing on Resolution of Necessity	December 19, 2016
Set Date for Public Hearing on Plans, Specifications, Form of Contract, & Estimate of Cost	December 19, 2016
Publish Notice of Public Hearing	December 20 – December 30, 2016
Posting of Notice to Bidders to 3 Locations	December 20, 2016 - January 5, 2017
1 – Plan Room Service with Statewide Circulation *	
2 – Construction Lead Generating Service with Statewide Circulation *	
* Items 1 and 2 can be completed by sending Notice to Construction Update Network at: mbiplanroom-dsm@mbionline.com	
3 – City Website	
Public Hearing on Plans, Specifications, Form of Contract, and Estimate of Cost	January 3, 2017
Bid Letting (By IDOT)	January 18, 2017
Contract Award	February 6, 2017
Approve Contract & Bond	February 20, 2017
Construction*	
Alliant Energy Gas & Electric Relocate	April 3 – May 5, 2017
Construction Start (except 20 th Street Intersection)	May 8 – July 10, 2017
20 th Street Intersection Underground & Paving, Sidewalks, and Seeding	After July 10, 2017

* Footnotes

East Main to be open for week of July 4, 2017. Temporary aggregate surfacing to be used to open roadway.
Contract to be let by IDOT. IDOT to calculate number of allowable working days. V&K estimate of working days is 75 working days – approximately 3 – 4 month duration with favorable weather conditions.

West Des Moines • Coralville • Omaha • Moline • Mason City • Sioux City • Liberty

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR THE CONSTRUCTION OF THE **EAST MAIN AVENUE STREET RECONSTRUCTION & BIKE LANE EXTENSION PROJECT** FOR THE CITY OF CLEAR LAKE, IOWA

At 6:30 P.M. on the 3rd day of January, 2017, the City Council of said City will, in said Council Chambers, hold a hearing and said Council proposes to adopt plans, specifications, form of contract and estimate of cost for the construction of the **East Main Avenue Street Reconstruction & Bike Lane Extension Project**.

At said hearing, the City Council will consider the proposed plans, specifications, form of contract and estimate of cost for the project, the same now being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any objections to said plans, specifications and form of contract or to the estimated cost of said improvements made by any interested party.

The location and description of the work to be done and the kinds and sizes of materials proposed to be used are as follows:

EAST MAIN AVENUE STREET RECONSTRUCTION & BIKE LANE EXTENSION PROJECT

The project will be located on East Main Avenue from 20th Street to 24th Street.

Project includes all labor, materials and equipment necessary to construct approximately 190 LF of 8" sanitary sewer main, approximately 110 LF of 4" thru 12" water main, sanitary sewer and water services, approximately 1,700 LF of storm sewer and 2,600 LF of subdrain, approximately 7,000 SY of 7" thick PCC paving, approximately 850 SY of PCC sidewalk, driveway restoration, seeding, sodding, and miscellaneous associated work, including cleanup.

The method of construction of all improvements shall be by contract in accordance with the plans and specifications and general stipulations for said improvements approved by the City Council.

Plans and specifications governing the construction of the proposed improvements have been prepared by VEENSTRA & KIMM, INC. of Mason City, Iowa, said plans and specifications and the prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference, and the proposed contract shall be executed to comply therewith.

Copies of said plans and specifications and form of contract are now on file in the office of the City Clerk and may be examined at City Hall. Copies may be obtained from VEENSTRA & KIMM, INC., 2800 Fourth Street SW, Suite 9, Mason City, Iowa, 50401, upon payment request or electronically in pdf format.

This notice is given by order of the Council of the City of Clear Lake, Iowa.

CITY OF CLEAR LAKE

Nelson Crabb,
Mayor

ATTEST:

Jennifer Larsen, City Clerk

NOTICE TO BIDDERS

DRAFT

NOTICE FOR THE TAKING OF BIDS FOR THE CONSTRUCTION OF EAST MAIN AVENUE STREET RECONSTRUCTION & BIKE LANE EXTENSION PROJECT FOR THE CITY OF CLEAR LAKE, IOWA,

Sealed bids will be received by the Iowa Department of Transportation (IDOT), Office of Contracts, 800 Lincoln Way, Ames, Iowa 50010. All bids are due by 10:00 A.M. on the 18th day of January 2016.

The Iowa Department of Transportation uses the Bid Express website (www.bidx.com) as an official depository for electronic bid submittal. The Iowa Department of Transportation will ensure that this electronic bid depository is available for a two-hour period prior to the deadline for submission of bids. In the case of disruption of national communications or loss of services by Bid Express during this two-hour period, the Iowa Department of Transportation will delay the deadline for bid submissions to ensure the ability of potential bidders to submit bids. Instructions will be communicated to potential bidders.

Opening and reading of the bids will be performed at the Office of Contracts, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa after 10:30 A.M. on the same date such bids are scheduled to be received, unless otherwise specified by the Iowa Department of Transportation.

Also, at 6:30 P.M. on the 6th day of February 2017 or at such time, date and places as then may be fixed, the City Council as the contracting authority will act upon proposals for the construction of said improvements.

The location of the work to be done and the kinds and sizes of materials proposed to be used are as follows:

EAST MAIN AVENUE STREET RECONSTRUCTION & BIKE LANE EXTENSION PROJECT

The project will be located on East Main Avenue from 20th Street to 24th Street.

Project includes all labor, materials and equipment necessary to construct approximately 190 LF of 8" sanitary sewer main, approximately 110 LF of 4" thru 12" water main, sanitary sewer and water services, approximately 1,700 LF of storm sewer and 2,600 LF of subdrain, approximately 7,000 SY of 7" thick PCC paving, approximately 850 SY of PCC sidewalk, driveway restoration, seeding, sodding, and miscellaneous associated work, including cleanup.

12/20/16

The method of construction of all improvements shall be by contract in accordance with the plans and specifications and general stipulations for said improvements approved by the City Council.

Bidder shall submit an electronic proposal with digital signature using bidding software furnished by the Department and electronic bid submittal procedures of the Department. Proposals received after the bid deadline will not be read. Proposals containing any reservations not provided for in the forms furnished will be rejected. The Iowa DOT reserves the right to waive technicalities and reject any or all bids.

A Proposal Guarantee not less than the amount as set forth in the proposal form shall be filed with each proposal. The Proposal Guarantee shall be in the form of a certified check or credit union certified share draft, cashier's check, money order or bank draft drawn on a solvent bank or credit union, Certified checks or credit union certified share drafts shall bear an endorsement signed by a responsible official of such bank or credit union as to the amount certified. Cashier's checks, money orders or bank drafts shall be payable either to the Contracting Authority or to the bidder and, where made payable to the bidder, shall contain an unqualified endorsement to the Contracting Authority signed by the bidder or the bidder's authorized agent. A properly completed Contractor's Proposal Annual Bid Bond (Form No. 650043) may be used in lieu of the monetary options specified above. Both forms are available from the Office of Contracts. These must be delivered to the Office of Contracts at the address above. Iowa DOT personnel will be available to accept proposal guaranties during regular business hours of 8:00 am to 4:30 pm. A Proposal Guaranty / Bid Bond (Form 131084) may be used for the proposal guaranty in lieu of that specified above, using the electronic bid bond verification feature authorized by the Department.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa, and also, a resident bidder shall be allowed a preference as against a non-resident bidder from a state or foreign country which gives or requires a preference to bidders from that state or foreign country both on projects in which there are no Federal Funds involved.

Minimum wage rates for all Federal Aid projects have been predetermined by the Secretary of Labor and are set forth in the specifications. However, this does not apply to projects not included in the Federal-Aid System. All Federal Aid projects are subject to the Contract Work Hours Standards Act, as amended (title I of Pub. L. 87-581, Aug 13, 1962, 75 Stat.357) and implementing regulations.

The City of Clear Lake as Contracting Authority hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

DRAFT

On Federal Aid projects, where disadvantaged business enterprise (DBE) goals have been established, the bidder is required to complete and submit form 102115 with the bid documents. On all projects without DBE goals, the contractor must show that affirmative actions have been made to seek out and consider DBEs as potential sub-contractors.

Some of the projects may be listed in multiple proposals (as an individual project or as part of the combined package of projects). The Contracting Authority will determine which combination of proposals produce the lowest bid for these projects.

The listing of projects, and details of the project, for which bids are to be taken will be available to potential bidders and suppliers three (3) weeks prior to the letting dates at the following locations:

- Posted on the Internet at www.bidx.com/ia/main
- Posted on the Internet at www.iowadot.gov
- Available by calling the Office of Contracts of the Iowa Department of Transportation at 515-239-1414.

Failure to execute a contract and file an acceptable Performance Bond and Certificate of Insurance within 30 days of the date of the approval for awarding the contract, as herein provided, will be just and sufficient cause for the denial of the award and the forfeiture of the proposal guarantee.

The Contracting Authority will issue an exemption certificate for the purchase or use of building materials, supplies, and equipment that will be used in the performance of the construction contract, as provided by Iowa Code Section 423.3(80).

The project has an early start date of May 8, 2017 and a late start date of July 10, 2017 and shall be completed within _____ working days.

Payment of the cost of said project will be made from any one or a combination of all lawful sources of City Revenue at the sole discretion of the City Council.

The bidder's attention is called to the prompt payment to the subcontractors, under Chapter 573.12 of the Code of Iowa.

Liquidated damages in the amount of Five Hundred Dollars (\$500) per working day will be assessed for each working day that work on the total project, or portions of the contract where specific completion dates are specified, that remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the contractor.

DRAFT

The Contractor will indemnify and save the City of Clear Lake or the City of Clear Lake's agents harmless from all claims growing out of the lawful demands of subcontractors, laborers, workmen, mechanics, materialmen, and furnishers of machinery and parts thereof, equipment, tools, and all supplies, incurred in the furtherance of the performance of the work. The Contractor shall furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged, or waived. If the Contractor fails to do so the City of Clear Lake may, after having notified the Contractor, either pay unpaid bills or withhold from the Contractor's unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged whereupon payment to the Contractor shall be resumed, in accordance with the terms of the contract documents, but in no event shall the provisions of this sentence be construed to impose any obligations upon the City of Clear Lake to either the Contractor, his Surety, or any third party. In paying any unpaid bills of the Contractor, any payment so made by the City of Clear Lake shall be considered as a payment made under the contract documents by the City of Clear Lake to the Contractor and the City of Clear Lake shall not be liable to the Contractor for any such payments made in good faith.

Plans and specifications governing the construction of the proposed improvements have been prepared by VEENSTRA & KIMM, INC. of Mason City, Iowa, said plans and specifications and the prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference, and the proposed contract shall be executed to comply therewith.

Plans, specifications and proposal forms for the work may be seen at the Office of Contracts, Iowa Department of Transportation, 800 Lincoln Way, Ames, Iowa until noon on the day previous to the letting.

This notice is given by order of the Council of the City of Clear Lake, Iowa.

CITY OF CLEAR LAKE

Nelson Crabb, Mayor

ATTEST:

Jennifer Larsen, City Clerk



Building a Better World
for All of Us®

December 13, 2016

RE: City of Clear Lake
Veterans Memorial Golf Course - Parking
Improvements Project
PARTIAL PAYMENT CERTIFICATE NO. 2
SEH No. CLRLI 137953

Scott Flory
City Administrator
City of Clear Lake
15 North 6th Street
Clear Lake, Iowa 50428

Dear Mr. Flory:

This is to verify that the contractor for the above project, Charlson Excavating Co. Inc., has completed to the best of our knowledge, the work identified as complete in compliance with the contract documents.

Total Original Contract Amount	\$175,728.50
Change Order No. 1 (Contract Time Only)	<u>\$0.00</u>
Total Project With Change Order	\$175,728.50
Total Contract Items Completed	\$152,488.46
Less Retainage (5%)	\$7,624.42
Less Previous Payments	<u>\$82,652.37</u>
CURRENT AMOUNT DUE	\$62,211.67

A tabulation of the contract work completed as of December 9, 2016 is enclosed.

It is recommended that the Contractor be paid the current amount due, \$62,211.67. This payment does not indicate final acceptance of the work.

Please do not hesitate to call if you have any questions.

Sincerely,

Michael L. Danburg, PE
Project Manager

enclosure

c: Charlson Excavating Co., Inc. 4111 7th Avenue North, Clear Lake, IA 50428
p:\a\cl\clrl\137953\7-const-svcs\73-app-pym\150-pyrl-ctf\paycert_2.docx

PAYMENT CERTIFICATE NO. 2
 VETERANS MEMORIAL GOLF COURSE - PARKING IMPROVEMENTS PROJECT
 CLEAR LAKE, IOWA
 CLRLI 137953
 December 13, 2016



NO.	ITEM	CONTRACT QUANTITY		UNIT	UNIT	AMOUNT
		QUANTITY	TO DATE		PRICE	TO DATE
1	Remove Pavement	1,310	1310.00	SY	\$8.00	\$10,480.00
2	Remove Sidewalk	80	80.00	SY	\$10.00	\$800.00
3	Remove & Salvage Landscape Boulders	1	1.00	LS	\$1,000.00	\$1,000.00
4	Remove & Salvage Existing Aggregate Surfacing	1	1.00	LS	\$5.00	\$5.00
5	Class 10 Excavation	400	400.00	CY	\$10.00	\$4,000.00
6	PCC Pavement, 6", Cl. C	1,110	966.50	SY	\$52.50	\$50,741.25
7	PCC Curb & Gutter, 30", Cl. C	170	165.00	LF	\$35.00	\$5,775.00
8	Modified Subbase	450	328.20	TON	\$18.50	\$6,071.70
9	Permeable Interlocking Pavers (Pave Drain)	2,065	1885.00	SF	\$13.00	\$24,505.00
10	Cover Aggregate Layer	70	73.78	TON	\$50.00	\$3,689.00
11	Stone Recharge Bed	375	332.13	TON	\$19.50	\$6,476.54
12	Geotextile Fabric	370	370.00	SY	\$2.50	\$925.00
13	Geogrid	280	209.50	SY	\$7.50	\$1,571.25
14	PCC Driveway, 6", Cl. C	106	106.00	SY	\$52.50	\$5,565.00
15	PCC Sidewalk, 4", Cl. C	1,470	790.00	SF	\$5.50	\$4,345.00
16	Aggregate Surfacing, Streets and Drives	50	43.85	TON	\$18.50	\$811.23
17	Intake, Storm Sewer, SW-512	1	1.00	EA	\$1,800.00	\$1,800.00
18	Longitudinal Subdrain, 6"	616	614.50	LF	\$18.50	\$11,368.25
19	Subdrain Cleanout	3	3.00	EA	\$500.00	\$1,500.00
20	Subdrain Outlet	1	1.00	EA	\$200.00	\$200.00
21	Roof Drain Connection	3	3.00	EA	\$250.00	\$750.00
22	Connect to Existing Intake	1	1.00	EA	\$500.00	\$500.00
23	'BT' Joint Bars	105	0.00	EA	\$12.00	\$0.00
24	Topsoil, Furnish and Place	20	9.55	CY	\$35.00	\$334.25
25	Sodding	10	0.00	SQ	\$150.00	\$0.00
26	Rock Mulching and Landscape Fabric	25	0.00	SY	\$20.00	\$0.00
27	Shrubs, Furnished & Installed with Warranty	8	0.00	EA	\$60.00	\$0.00
28	Silt Fence or Filter Sock	50	5.00	LF	\$5.00	\$25.00
29	Parking Lot Striping, Symbols and Signage	1	0.00	LS	\$800.00	\$0.00
30	Traffic Control	1	0.50	LS	\$1,500.00	\$750.00
31	Mobilization	1	1.00	LS	\$8,500.00	\$8,500.00
TOTAL PROJECT						\$152,488.46
Change Order No. 1						
1	Revise Contract Time	1	1	LS	\$0.00	\$0.00
TOTAL CHANGE ORDER NO. 1						\$0.00
TOTAL PROJECT WITH CHANGE ORDER						\$152,488.46



Building a Better World
for All of Us®

CHANGE ORDER

<u>City of Clear Lake</u>	<u>December 13, 2016</u>
OWNER	DATE
<u>N/A</u>	<u>1</u>
OWNER'S PROJECT NO.	CHANGE ORDER NO.
<u>Veterans Memorial Golf Course - Parking Improvement Project</u>	<u>CLRLI 137953 71.50</u>
PROJECT DESCRIPTION	SEH FILE NO.

The following changes shall be made to the contract documents:

Description:

1. Revise Contract Time: Revise contract final acceptance date from November 25, 2016 to April 28, 2017.

Purpose of Change Order:

To extend the original contract final acceptance date for the project. The original final acceptance date of November 25, 2016 was not achieved due to project delays outside the control of the Contractor.

The major project delay was a result of Alliant Energy's relocation of two utility poles within the project area. The utility pole work impacted the project from October 24, 2016 to November 7, 2016. Upon completion of the utility pole relocations the Contractor moved back on site and continued the project work. Additional delays caused by rainfall and cold temperatures coupled with the two week utility pole relocation delay have resulted in the winter work stoppage and contract time extension request.

The Contractor has indicated that the remaining work on the project will take approximately two (2) weeks and that with good spring weather the work can be completed and ready for final acceptance by April 28, 2017.

Basis of Cost: Actual Estimated

Attachments (list supporting documents)

Charlson Excavating Co., Inc. Time Extension Request Letter

Contract Status

	Time	Cost
Original Contract	Final Acceptance by November 25, 2016	\$175,728.50
Net Change Prior C.O.'s _ to _	N/A	\$0.00
Change this C.O.	Revised Contract Time	\$0.00
Revised Contract	Final Acceptance by April 28, 2017	\$175,728.50

Recommended for Approval: **Short Elliott Hendrickson Inc.** by Michael C. Danburg
Michael Danburg, PE

Agreed to by Contractor: _____
 BY Charlson Excavating Co., Inc.
Vice President
 TITLE

Approved for Owner: _____
 BY City of Clear Lake
 TITLE

Distribution Contractor 2 Owner 1 Project Representative 1 SEH Office 1

p:\ae\cl\rl\13785317-const-svcs\71-mgmt\50-chg-order\change order_1.docx



CHARLSON EXCAVATING COMPANY
STEVE MOLSTAD, OWNER

November 30, 2016

City of Clear Lake
15 North 6th Street
Clear Lake, IA 50428

Re: Vets Memorial Golf Course – Parking Improvement Project

Charlson Excavating Company is formally requesting an extension and possible waiver of the liquidated damages per the contract in section 4.02. The request follows the project delays outside of our control, namely the electric pole relocation work performed by Alliant Energy. There was a two week delay in the project due to Alliant Energy.

By extending our completion date 2 weeks, we will be at December 9th. The rain conditions on Nov. 22 and 23 and rain on Nov. 27-30th, paving completion will be difficult. Pending weather conditions, concrete completion will be difficult to achieve quality workmanship.

Our current plan is to complete all the paving north of the sidewalk and potentially leave the sidewalk and parking area along north shore gravel until spring weather permits quality paving to be completed. Lot striping and bushes/plantings will also be completed in the spring.

Finally, we have been onsite working while the site was available and the weather was acceptable to work.

Please advise any feedback to our request as soon as possible.

Sincerely,

Erick R. Molstad – Vice President
641-425-4296

4111 7th Avenue North • P.O. Box 601 • Clear Lake, Iowa 50428

Office: (641) 357-5601 • Fax: (641) 357-3541 • Email: office@charlsoninc.com

www.charlsoninc.com