



# CITY OF CLEAR LAKE

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Mayor  
NELSON P.  
CRABB

April 1, 2011

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

City  
Administrator  
SCOTT  
FLORY

The next meeting of the Clear Lake City Council is scheduled for Monday, April 4, 2011, at 6:30 p.m., in the Council Chambers, at City Hall. Please refer to the enclosed agenda for the items discussed below.

COUNCIL MEMBERS

SHANE W.  
COONEY  
Ward 1

ITEM #6A. 2011 Tourist Park Improvement Project. At its meeting on March 21st, the Council awarded the contract for the Tourist Park Improvement Project to Wicks Construction of Decorah, IA. The amount of the contract is \$152,875. The City has now received partially-executed Contract, as well as the bonds (payment, performance, & maintenance) and Certificate of Insurance from the Contractor. All these documents have been reviewed by City staff and the Project engineer and have been found to be in compliance with the Project's specifications. Enclosed in your packet is a Resolution approving the contract & bonds.

TONY  
NELSON  
Ward 2

ITEM #6B. 19 S. 3rd Street Building Demolition & Site Grading. The Environmental Site Assessment (ESA) Phase 1 Report and Asbestos Demolition Report have now been completed by the City's environmental consultant Zia Environmental. City staff solicited competitive quotes from four (4) separate environmental companies for asbestos abatement services to be performed prior to demolition. Asbestos containing material was found in floor tile, roof material, and window glazing. The least costly asbestos abatement proposal was submitted by Pro Environmental Abatement Inc. (Ames) for \$11,868. There is a 10-day IDNR comment/waiting period, following notice, before any abatement activities may begin on the site. In order to ensure the asbestos is removed prior to the demolition contractor beginning work, approval of an agreement between the City and Pro Environmental has been made by City staff. The completion date for the asbestos abatement work is April 20th.

BEN  
FURLEIGH  
Ward 3

MIKE  
CALLANAN  
At Large

TERRY  
UNSWORTH  
At Large

The plans & specification for the building demolition and site grading project are nearly complete. The Council will need to act upon a motion to set the date to received sealed competitive quotes for 10:00 a.m., on April 14th. Sections 26.3 and 26.12 of the Code of Iowa exempt the governing body from advertisement for sealed "bids" and holding a public hearing on the proposed plans, specifications, form of contract and estimated cost of the improvement when the Engineer's estimated cost for the improvement is less than the competitive bid threshold (\$100,000). The Project completion date is proposed for May 27th.



ITEM #6D 2011 Sanitary Sewer Rehabilitation/Lining Project. The Council will consider a Resolution to set the date for a public hearing and bid letting on the Project. The proposed date for the bid letting is April 14th, at 11:00 a.m., and the hearing on the plans & specifications and an award of contract will occur at the Council's April 18th meeting. A combined "Notice of Hearing & Letting" will be published in the newspaper on April 6th.

The Project involves the rehabilitation (lining) of approximately 5,500 LF of 8" VCP (vitrified clay pipe) and 700 LF of 10" VCP sanitary sewer collection system piping in 8 priority areas of the Community. The City awarded a professional services agreement to Veenstra & Kimm at its meeting on 2/21/11 for the Project. The City has budgeted \$150,000 in total for the project. The Project completion date is September 23, 2011.

ITEM #6F CDBG Sanitary Sewer Collection System Project (Phase 1). At its regular meeting on February 21st, the Council passed a Resolution fixing the dates for the Project bid letting and the public hearing on the proposed plans, specifications, form of contract, & estimate of cost for March 31st and April 4th, respectively. A combined "Notice of Hearing & Letting" was published in the newspaper, as required by law.

Following the public hearing on the Project plans, specifications, form of contract, & estimate of cost and consideration of a Resolution adopting the same, the Council will act upon the bids and make an award of contract. The Project bid letting was held on March 31st, at City Hall. Bids were received from five (5) different contractors. The lowest responsive responsible bidder was R&R Excavating of Hutchinson, MN. The engineer's estimate of the probable cost of construction was \$2,397,453. The bid from R&R was \$2,197,983.46, which is 8.3% below the engineer's estimate.

It is anticipated that the Contractor will begin mobilizing to begin work the week of April 18th. The Project completion date is November 18th.

ITEM #6G 2011/12 Street Resurfacing Project. On March 24th, the City's Public Works Director issued a Request for Proposals (RFP) for professional services for the "2011/12 Street Resurfacing Project". The City received 2 sealed responses to its RFP. Responses to the RFP were due at 9:00a.m. on March 31st. A bid tabulation summarizing the cost of each proposal is included in your packet, along with a complete copy of the proposal from the lowest responsive responsible proposer.

The least costly proposal for professional services was submitted by Veenstra & Kimm (Mason City), in the amount of \$22,340. This translates to roughly 5.25% of the total

Project budget, which is \$425,000. The Project is being funded from the Road Use Tax Fund.

The Project consist of approximately 25 blocks (2.14 miles) of HMA (hot mix asphalt) resurfacing on various City streets, which are depicted on the enclosed map, along with street segments that were resurfaced in FY 2006, 2008, & 2009. A substantial portion of the proposed street segment(s) selected for this Project is a “carryover” from an earlier, larger, list from FY 2009, which was scaled back as a result of budget constraints.

The proposed improvements generally consist of milling and a 2” thick HMA overlay for the width of the street. There will be limited curb & gutter repairs and, in some segments, sub0drain work. Additionally, ADA compliant sidewalk handicap ramps will be constructed at the intersections.

The anticipated schedule is to have the Project to bid on June 1st and “Notice to Proceed” being issued on June 22nd. The completion date is anticipated for September 15th.

Please feel free to contact me if you have questions about any of the agenda items.

Scott Flory  
City Administrator

Cc: Jennifer Larsen, City Clerk (with attachments)  
Joe Weigel, Public Works Director (with attachments)  
Linda Nelson, Finance Officer (with attachments)  
Greg Peterson, Chief of Police (with attachments)  
Charlie Biebesheimer, City Attorney (with attachments)  
Gary Bright, Director, CL Chamber (C/A only – via e-mail)  
Tim Moreau, P.E., Veenstra & Kimm (C/A only – via e-mail)  
Mike Danburg, P.E., Yaggy Colby (C/A only – via e-mail)  
Tom Lovell, (C/A only – via e-mail)

TENTATIVE AGENDA  
CLEAR LAKE CITY COUNCIL  
CITY HALL – 15 N. 6<sup>TH</sup> STREET  
MONDAY, APRIL 4, 2011  
CITY HALL – COUNCIL CHAMBERS  
6:30 P.M.

1. Call To Order by Mayor Nelson P. Crabb.

2. Approval of Agenda.

3. Consent Agenda:

A. Minutes – March 21, 2011.

B. Approval of the bills & claims.

C. Licenses & Permits:

- Liquor License: Class B Beer (BB) (Includes Wine Coolers), with Outdoor Service & Sunday Sales, Oak Hills Par 30, (renewal).
- Amusement License: Rumorz, (renewal).
- Excavator's License: Jennings Excavating, Clear Lake; Mort's Inc., Latimer, (renewals).
- Street Closing Request: Clear Lake Area Chamber of Commerce, Earth Day Activities, Saturday, April 16<sup>th</sup>.

4. Citizen's 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:

A. Fire Station Building Improvement Project change order requests:

- **Motion** to take the matter from the table.
  - Discussion and consideration of **Motion** by City Council.
- Review of 3/29/11 conference call with SEH and recommendation regarding change order(s), Scott Flory, City Administrator.
  - **Motion** to approve change order request by City Council.
  - Discussion and consideration of **Motion** by City Council.

6. New Business:

A. 2011 Tourist Park Improvement Project:

- Review of request, Scott Flory, City Administrator.
- **Motion** to approve **Resolution #11-28**, “A Resolution approving the contract & bonds for the ‘2011 Tourist Park Improvement Project’”.
- Discussion and consideration of **Motion** by City Council.

B. 19 S. 3<sup>rd</sup> Street Project – Phase 1: Building Demolition & Site Grading:

- Introduction by Scott Flory, City Administrator.
- Review of proposal, Mike Danburg, P.E., Yaggy Colby Associates.
- **Motion** to approve and authorize soliciting sealed competitive quote proposals for the “19 S. 3<sup>rd</sup> Street Building Demolition & Site Grading Project” and setting April 14<sup>th</sup>, at 10:00 a.m., as the date and time for the opening of said quotes.”
- Discussion and consideration of **Motion** by City Council.
- Review of competitive quote solicitation and proposals received from environmental contractors for asbestos abatement services, Scott Flory, City Administrator.
- **Motion** to approve and ratify the City Administrator’s award of contract to Pro Environmental Abatement Inc. in the amount of \$11,868.
- Discussion and consideration of **Motion** by City Council.

C. Fire Station Building Improvement Project:

- Update regarding construction of the improvements and review of Pay Application #5, Sam Bontrager, SEH.
- **Motion** to approve Pay Application #5 by City Council.
- Discussion and consideration of **Motion** by City Council.

D. 2011 Sanitary Sewer Rehabilitation/Lining Project:

- Review of proposal, Scott Flory, City Administrator.
- **Motion** to approve **Resolution #11-29**, “A Resolution fixing the date for a public hearing on the plans, specifications, form of contract, & estimate of cost

and setting the date for a bid letting on the proposed ‘2011 Sanitary Sewer Rehabilitation/Lining Project’”.

E. Loan Agreement - Veterans Memorial Golf Club Foundation Inc.

- Review of proposal, Scott Flory, City Administrator.
- Public Hearing.
- **Motion** to approve **Resolution #11-30**, “A Resolution approving an Economic Development Loan Fund Agreement between the City of Clear Lake and the Veterans’ Memorial Golf Club Foundation Inc.”
- Discussion and consideration of **Motion** by City Council.

F. CDBG Sanitary Sewer Collection System Improvement Project: Phase 1 (below grade-level improvements):

- Review of proposal, Scott Flory, City Administrator.
- Public Hearing.
- **Motion** to approve **Resolution #11-31**, “A Resolution adopting plans, specifications, form of contract, & estimate of cost.”
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #11-32**, “A Resolution making award of contract.”
- Discussion and consideration of **Motion** by City Council.

G. 2011/12 City of Clear Lake Street Resurfacing Project:

- Introduction by Scott Flory, City Administrator.
- Review of Professional Services Agreement, Tim Moreau, P.E., Veenstra & Kimm.
- **Motion** to approve **Resolution #11-33**, “A Resolution approving a Professional Services Agreement for the ‘2011/12 Street Resurfacing Project’”.
- Discussion and consideration of **Motion** by City Council.

7. Chief of Police’s Report:

8. Mayor’s Report:

9. Public Works Director’s Report:

- Update regarding anticipated construction schedule for the 2<sup>nd</sup> Avenue N. Street Reconstruction Project.

10. City Administrator's Report:

11. City Attorney's Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – APRIL 18, 2011