

**PROPOSED AGENDA**  
**PUBLIC WORKS / FINANCE / SAFETY COMMITTEE**  
**Monday, August 20, 2018, 4:00 pm**

Call to Order

1. Approval of Consent Agenda:
  - a. Approval of minutes from the August 6, 2018 meeting.
2. Public Input
3. Approval of Agenda
4. Sidewalk Cost Sharing Program Presentation
5. Consideration of Change Order No. 1 with Rounds Construction Company, Inc. for the Shooting Range Construction Project No. 1619.
6. Authorization for Mayor to sign a contract with a consultant to complete Highway 212 Phase II Traffic Impact Study.
7. Old Business
8. New Business
9. Executive Session Pursuant to SDCL §1-25-2
10. Adjourn

*Note: It is expected that a **quorum** of the City Council will be in attendance at this committee meeting.*

## **PUBLIC WORKS / FINANCE / SAFETY COMMITTEE MEETING**

Monday, August 6, 2018

Present: Mayor Caron and Council Members Albertsen, Danforth, Lalim, Mantey, Roby, Solum, Vilhauer & Weyh

Also Present: Colin Paulsen, Kristen Bobzien, Matt Roby & others

The meeting was called to order by Mayor Sarah Caron.

### **Approval of the Consent Agenda**

Motion was made by Jon Solum and seconded by Beth Mantey to approve the following items on the Consent Agenda: minutes from the July 16, 2018 Public Works/Finance/Safety Committee meeting. All voted in favor and motion carried.

### **Public Comment**

None

### **Approval of the Agenda**

Motion was made by Glen Vilhauer and seconded by Josh Weyh to approve the agenda; all voted in favor and motion carried.

### **Consideration of Change Order No. 3 with Duininck Inc. for the 2018 Sanitary Sewer Replacements Project No.1808, for an increase of \$9670.00.**

Acting City Engineer Colin Paulsen reviewed Change Order No. 3 for the Sanitary Sewer Replacements Project. The change order covers the increase in size of a service connection at the 4<sup>th</sup> Street East location, and work to be done for hauling and placing of millings for 6<sup>th</sup> Street from Highway 212 to 6<sup>th</sup> Avenue NE. The millings are being furnished by the city to help save on costs, and will be used in place of 6" of the base course material. Motion was made by Dan Albertsen and seconded by Mike Danforth to recommend approval of Change Order No. 3; all voted in favor and motion carried.

### ***Old Business***

None

### ***New Business***

Mike Danforth questioned if the city could explore extending the residential standards into the Joint Jurisdiction (3 mile) area around Watertown, to address county properties adjacent to city limits that do not meet the city's standards for cleanliness and upkeep. Mayor Caron concurred with the idea and agreed to have the discussion with the county. If approved, this could be included in the Joint Jurisdictional Agreement. It was discussed that there could be an issue with enforcement, which the county is not staffed for, but the City does have a Code Enforcement Officer that responds to complaints of maintenance and upkeep. The condemnation of uninhabitable homes was brought up. Mayor Caron outlined the steps that are legally required in order for a home to be condemned.

### ***Executive Session***

None held.

Motion made by Mike Danforth and seconded by Josh Weyh to adjourn meeting at approximately 4:15 p.m.; all voted in favor and motion carried.

Respectfully submitted,  
Lori Marscheider

## Request for City Council Action

**TO:** Mayor and City Council  
**FROM:** Colin Paulsen, Acting City Engineer  
**MEETING DATE:** August 20, 2018  
**SUBJECT:** **Consideration of Change Order No. 1 for the Shooting Range Construction Project No. 1619**

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### **Background:**

On May 3, 2018 six (6) bids were received for the Shooting Range Construction Project #1619. Rounds Construction of Brookings, SD had the low bid of \$364,995.00, which was 50% lower than the Engineer's Estimate of \$720,000. The other bids ranged from \$562,113.75 to \$716,300.

The Project includes the construction of two - 4 lane 25 yard long pistol bays, one 100 yard rifle range with two 50 yard lanes and ten 100 yard lanes, one 100 yard rifle range with 10 lanes. All pistol and rifle bays will be constructed with side berms and back berms. The berms shall be constructed from materials coming from within the boundaries of the project site. Baffles will be constructed in each bay. Access road with turn around and parking area will also be constructed. A vault toilet facility will also be installed on site by the SD Game Fish and Parks Department (GF&P).

Funding for the project will be split by the GF&P (75%) and City (25%). The City's portion of the project is \$91,248.75. However, the City will finance the entire project and then receive a reimbursement from GF&P in the amount of \$273,746.25 upon completion of the project. GF&P and the City will enter a Joint Powers Agreement to memorialize the project funding.

Staff has prepared Change Order No. 1 to the contract with Rounds Construction Company, Inc., extending the contract time by 21 days, to September 21, 2018. Materials being used during construction of the structures were back ordered at the start of the project. This caused a delay in getting the material, and in turn, the construction of the structures. This Change Order will not increase the Contract Price.

This Change Order will increase the Contract Time by **21** days. The date for substantial completion of all work will be September 21, 2018.

### **Recommendation:**

Staff recommends a motion to approve Change Order No. 1.

### **Council Action Requested:**

Motion to approve Change Order No. 1 to the contract for Project No. 1619 with Rounds Construction Company, Inc., extending the contract time by 21 days, to September 21, 2018.

**CONSTRUCTION CHANGE ORDER NO. 1**

Date: August 13, 2018

Project: Project No. 1619

Contract For: Shooting Range Construction

Contract Date: May 21, 2018

Contractor: Rounds Construction Company, Inc.

**YOU ARE HEREBY DIRECTED TO MAKE CHANGES IN THE SUBJECT CONTRACT AS DESCRIBED BELOW:**

For the City of Watertown

Mayor: \_\_\_\_\_  
Mayor Sarah Caron

Date: \_\_\_\_\_

Nature of Changes: 1) Change of Substantial Completion Date from August 31, 2018 to September 21, 2018

**These Changes result in the following adjustment of Contract Price and Time:**

Contract Price Prior to This Change Order	\$ 364,995.00
Net INCREASE in Price Resulting from this Change Order	\$ -
Current Contract Price Including This Change Order	\$ 364,995.00
Contract Time Prior to This Change Order	August 31, 2018
Net INCREASE in Time Resulting from this Change Order	21 days
Current Contract Time Including This Change Order	September 21, 2018

**APPROVAL OF CHANGE ORDER**

City Engineer: \_\_\_\_\_  
Colin Paulsen, Acting City Engineer

Date: \_\_\_\_\_

**ACCEPTANCE OF CHANGE ORDER**

This Change Order is hereby acknowledged and accepted for Rounds Construction Company, Inc.

By: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_