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**City Manager's Report**  
**December 12, 2023, City Council Meeting**  
**Prepared by: Melissa McConnell, Interim City Engineer**  
**Item #: 7.12**

**Subject:** Consider approving a construction contracts for the restoration of the parking lot as part of the Hangtown Creek Culvert Repair Project (CIP #42013) and associated budget appropriations totaling \$121,802.

**Recommendation:** Adopt a Resolution:

1. Ratifying a construction contract with Doug Veerkamp General Engineering, Inc. for the work performed on private property located at 209 Main Street as part of the Hangtown Creek Culvert Repair Project (CIP #42013) in an amount not to exceed \$25,000.00; and
2. Approving a \$25,000 budget appropriation for a not to exceed reimbursement from the Puthuff Family Trust for the said work; and
3. Approving a construction contract with Doug Veerkamp General Engineering, Inc. for the Hangtown Creek Culvert Repair Project (CIP #42013) in an amount not to exceed \$88,802.00; and
4. Authorizing the City Manager to execute the same and execute any necessary Contract Change Order(s) with Doug Veerkamp General Engineering, Inc. up to \$8,000 for the said project; and
5. Approving a \$50,000 budget appropriation from the General Fund Contingency for Unforeseen Expenditures for the said project; and
6. Approving a \$13,024 budget appropriation from the General Fund unassigned fund balance for the said project; and
7. Approving a \$33,778 budget appropriation from the ARPA Fund unassigned fund balance for the said project.

**Purpose:** This item proposes to award a construction contract to restore the parking lot in the location of the culvert collapse adjacent to 209 Main Street.

**Strategic Plan Strategy:** Infrastructure – Update and Maintain City Owned Infrastructure.

**Background:** On May 20, 2019, the City was notified of a developing sink hole located within the City's right of way utilized as leased parking adjacent to 209 Main Street. Upon initial assessment, it was discovered that several timber stringers had failed, causing the deck of the culvert to noticeably drop several inches, creating a sink hole condition at the surface of the parking lot.

On September 24, 2019, the City Council approved a consulting services agreement with Dewberry Engineers to perform a feasibility study addressing the repairs. On November 12, 2019, the City Council received and filed the draft feasibility study and an initial assessment of potential alternatives

to addressing the failing culvert were discussed. Staff was given direction to look at each alternative, identify possible grants or other funding sources for the work, and return to Council with a recommendation on how to proceed. On July 13, 2021, the City Council approved a consulting services agreement with Wood Rodgers, Inc. to provide engineering support for the analysis of the creek walls, leaving the opened culvert in place, and restoration of the parking lot. Wood Rodgers completed their engineering analysis and provided a summary memo of the parking lot restoration recommendations on October 1, 2023. The recommendations included construction of Midwest guardrail system to prevent loading on the creek walls and prevent vehicles from driving over the edge of the open culvert, and the memo also included a plan to restore the parking lot and drive aisle circulation.

**Discussion:** At its meeting held on January 11, 2022, the City Council ratified an emergency construction contract with Doug Veerkamp General Engineering, Inc. (DVGE) in an amount not to exceed \$34,000 to remove the collapsed culvert sections from Hangtown Creek. Following the completion of that work, DVGE temporarily fenced off the failed culvert area to protect the public while the engineering consultant evaluated the creek walls and determined the next steps. Tonight, staff is recommending the approval of a construction contract with Doug Veerkamp General Engineering, Inc. (DVGE) in an amount not to exceed \$88,802.00 to perform the final parking lot restoration improvements.

In addition to the parking lot restoration improvements, Doug Veerkamp General Engineering, Inc. will be performing additional work to restore and protect the creek wall supporting 209 Main Street. This work is estimated to cost \$20,000, and the cost of this work will be borne by the property owner. Additionally, the property owner has agreed to a 50-50 cost share in the hard cost of driveway improvements to restore circulation in the parking lot. The property owner's share of the cost is estimated to be \$4,900. This work was approved under the City Manager's signatory authority on behalf of the property owner in an amount not to exceed \$25,000. Please see Attachment B, a letter of commitment outlining the property owner's share of the costs.

**Options:**

1. Proceed with the proposed construction contract, as recommended by City staff.
2. Provide other direction.

**Environmental:** This project is categorically exempt under CEQA Guideline Section 21080, subdivision (b)(4).

**Cost:** The cost of the proposed construction contract with Doug Veerkamp General Engineering, Inc. is \$88,802.00.

**Budget Impact:** At its meeting held on September 24, 2019, the City Council approved a \$25,000 budget appropriation for the Hangtown Creek Culvert Repair project (CIP #42013). At its meeting held on July 13, 2021, the City Council approved an additional \$40,000 budget appropriation. At its meeting held on January 11, 2022, the City Council approved another \$40,000 budget appropriation for a total project budget of \$105,000. Tonight, staff is respectfully recommending budget appropriations totaling \$121,802 to fund the final restoration improvements, including: a \$25,000 not to exceed reimbursement from the Puthuff Family Partnership, \$50,000 from the General Fund Contingency for Unforeseen Expenditures, \$13,024 from the General Fund unassigned fund

balance, and \$33,778 from the ARPA Fund unassigned fund balance for a total proposed project budget of \$226,802.

Below is a summary of project encumbrances to date:

Wood Rodgers, Inc.	\$ 34,000
Doug Veerkamp Gen. Engineering, Inc. (Original Contract No	34,000
Doug Veerkamp Gen. Engineering, Inc. (Original Contract No	25,000
Doug Veerkamp Gen. Engineering, Inc. (Proposed Contract)	88,802
City Staff Time	<u>5,977</u>
<b>Total</b>	<b><u><u>\$ 208,137</u></u></b>

As you can see, the \$208,137 in total encumbrances to date, including the \$25,000 and \$88,802 proposed contracts with Doug Veerkamp General Engineering, Inc., is within the proposed budget of \$226,802.



M. Cleve Morris, City Manager



Melissa McConnell, Interim City Engineer

Attachments:

- A: Resolution
- B: Letter of Commitment