

Town Board Memorandum

To: Town Chair and Board Members
From: Cara Geheren – Township Engineer
Date: October 5, 2020
Item: Town Board Meeting – 2021 Street Improvements

Town Board Action Requested:

MOTION NO. 1: Motion to approve entering into an agreement with the recommended consultant to provide engineering support services for the 2021 Street Improvements project and to authorize the Chair and Clerk to execute the agreement once it is in a form acceptable to the Town Attorney.

MOTION NO. 2: Authorize AET, Inc to complete additional geotechnical services for the 2021 Street Improvements project.

Background Information:

The Town Board has directed staff to proceed with the process for completing improvements to Township roads in accordance with the street reconstruction plan currently under development. The Town Board is seeking to complete a project tin 2021 In order to accommodate that schedule, it is necessary to begin the design process particularly in areas needing survey to assist with the design.

Staff obtained proposals from two professional services firms to provide that support. For professional services, the Town is not required to contract with the “low bidder” rather, the Township should make the decision for the proposal selection based on best value. In reviewing the proposals, staff evaluates the proposed fee, project team qualifications and project understanding. Staff will provide a verbal recommendation at the Town Board meeting.

Staff is also obtaining a proposal from AET, Inc. to expand the scope of geotechnical services beyond Eagles Watch. A copy of the report for Eagles Watch and 120th and Morgan area attached to provide additional background information to the Board regarding the scope of the geotechnical services for these projects.

Financial Impact:

The fees associated with these steps are included in the overall project budgets previously presented to the Board.

Next Steps:

Staff will provide the Town Attorney an agreement for review and the selected firm will be directed to begin project work by surveying Eagles Watch, 66th Street, 67th Street and 68th Street as we continue to work to finalize the Street Reconstruction Plan.

Attachments:

- Updated Prioritization Map (updated after last week’s Roads workshop)
- Engineering Support Services proposals
- AET, Inc. Reports for Geotechnical Exploration – Eagles Watch Neighborhood, 120th Street and Morgan