

RESOLUTION NO. R25-07

A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE THE TASK ORDER AND ALL RELATED DOCUMENTS FOR THE LURA SURVEYS AND PROJECT #1 DESIGN, PERMITTING, BIDDING, AND CONSTRUCTION ADMINISTRATION BY AND BETWEEN THE CITY OF LAUREL AND TRIPLE TREE ENGINEERING, INC.

BE IT RESOLVED by the City Council of the City of Laurel, Montana,

Section 1: Approval. The Task Order and all related documents, by and between the City of Laurel and Triple Tree Engineering, Inc., for the LURA Survey and Project #1 Design, Permitting, Bidding, and Construction Administration, a copy attached hereto and incorporated herein, is hereby approved.

Section 2: Execution. The Mayor is hereby given authority to execute the Task Order and all related documents, by and between the City of Laurel and Triple Tree Engineering, Inc.

Introduced at a regular meeting of the City Council on the 14<sup>th</sup> day of January 2025, by Council Member Klose.

PASSED and APPROVED by the City Council of the City of Laurel on the 14<sup>th</sup> day of January 2025.

APPROVED by the Mayor on the 14<sup>th</sup> day of January 2025.

CITY OF LAUREL


  
\_\_\_\_\_  
Dave Waggoner, Mayor

ATTEST:

  
\_\_\_\_\_  
Kelly Strecker, Clerk-Treasurer



APPROVED AS TO FORM:

  
\_\_\_\_\_  
Michele L. Braukmann, Civil City Attorney

This is Task Order No. 2,  
consisting of 6 pages:

## Task Order #2 – LURA Surveys and Project #1 Design, Permitting, Bidding, and Construction Administration

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In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 14, 2025 ("Agreement"), Owner and Engineer agree as follows:

### 1. Background Data

- a. Effective Date of Task Order: January 14, 2025
- b. Owner: City of Laurel
- c. Engineer: Triple Tree Engineering, Inc.
- d. Specific Project (title): LURA Surveys and Project 1 Design, Permitting, Bidding, and Construction Administration
- e. Specific Project (description): District Wide Sidewalk Survey, Pedestrian Lighting Analysis, Tree Survey, and Project #1 design, permitting, bidding, and construction administration.

### 2. Services of Engineer

A. The specific services to be provided or furnish by Engineer under this Task Order are as follows:

**District Wide Sidewalk Survey, Pedestrian Lighting Analysis, and Tree Survey within public right of way:**

We anticipate the following two submittals for the sidewalk survey, pedestrian lighting analysis, and tree survey:

- **Submittal 1** – This will be used for the conceptual design for Project 1.
  - **Submittal 2** – Includes the entire TIF District including Project #1.
1. Develop a TIF District wide Sidewalk Survey (**Exhibit A** includes our understanding of the TIF District boundary):
    - a. Provide a technical memorandum outlining sidewalks and curb & gutter recommended for replacement or repair. Tentative schedules for the recommended improvements will be included in the report.
    - b. Where sidewalk does not currently exist within the TIF District, identify areas where new sidewalk is recommended and areas where new sidewalk is not recommended.

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- c. Includes necessary exhibits, report documents, presentations necessary for the presentation of findings.
  - d. Present the findings to the LURA Board once completed.
  - e. Address comments provided by the LURA board and update the District survey accordingly.
2. Develop a TIF District wide Pedestrian Lighting Analysis - TTE will Sub-Consult Associated Construction Engineering (ACE):
- a. Provide a pedestrian lighting plan that identifies pole spacing, height, and basic parameters of proposed pedestrian lighting within the TIF District.
  - b. Includes necessary exhibits, report documents, and presentation materials necessary for the presentation of findings.
  - c. Work directly with the LURA Board for input and approval of aesthetics of proposed pedestrian lighting plan.
  - d. Consult the LURA Board on recommendations for contractor purchase vs. LURA pre-purchase of light poles for construction.
  - e. Present the findings to the LURA Board once completed.
  - f. Address comments provided by the LURA board and update the District survey accordingly.
  - g. Design includes pedestrian lighting only. Street lighting design is not included.
3. Develop a TIF District wide Tree Survey:
- a. Identify trees recommended for replacement within the boundaries of the TIF District.
  - b. Recommend planting instructions, recommendations on grating, and maintenance of proposed new trees.
  - c. Provide recommendations for trees to remain in place along with recommended measures to keep the existing trees healthy. These measures may include additional watering, modification of existing grates if trees have become too large, pruning, etc.
  - d. Includes necessary exhibits, report documents, and presentation materials necessary for the presentation of findings.
  - e. Present findings to the LURA Board once completed.
  - f. Address comments provided by the LURA board and update the District survey accordingly.

**"Project 1" Sidewalk, Lighting, and Trees Design, Bidding, and Construction Engineering:**

1. Perform the following design, bidding, and construction engineering services for Project 1 as shown in **Exhibit B**.
  - a. Survey, Design, and Bidding
    - 1) Request a utility locate from "One Call".
    - 2) Perform topographic survey of the Project 1 extents utilizing survey grade GPS and robotic total station. The survey will include approximate property boundary information, existing curb & gutter, existing sidewalk, striping, ADA ramps, business entrances, building extents, asphalt surfacing, trees, light poles, power poles, utilities, etc.
    - 3) Also, perform topographic and boundary survey **ONLY** for the southern portion of E Main Street from the intersection with S 1<sup>st</sup> Avenue to the intersection of 3<sup>rd</sup> Avenue. Thence, approximately 50 feet until reaching the existing sidewalk on the south side of the street. This portion of project will be designed under another task order. See attached Exhibit B.
    - 4) Utilize the survey data to prepare a base map in Auto Cad Civil 3D format.
    - 5) Perform design of sidewalks identified in "Submittal 1" above, generally including replacement of existing deteriorating sidewalk, repair of drainage issues, Americans with Disabilities (ADA) compliance, curb and gutter issues, etc. Design will include coordination with the Montana Department of Transportation where necessary.
    - 6) Perform sidewalk lighting design identified in "Submittal 1" above. It is understood that decorative pedestrian lighting design will be part of this task even when existing street lighting exists. Lighting design will include full electrical design, coordination with Northwestern Energy, coordination with Montana Department of Transportation, and necessary plan sheets for lighting layout and details.
    - 7) Provide recommendations for tree replacement and proposed modifications to the design to preserve existing trees where feasible, as identified in "Submittal 1" above.
    - 8) This task includes the following 4 in-person design submittals: 10% design, 50% design, 95% design, and 100%-Final design. The design will include project plans, bidding specifications, and technical specifications. Montana Public Works Standard Specifications (7<sup>th</sup> Edition) will be utilized as the basis for the project documents. Each phase of design will include a meeting and presentation with the LURA Board and Engineer's opinion of probable cost.
    - 9) A local geotechnical engineer did not recommend performing geotechnical engineering for the project. Based on experience in the area, a standard 4" sidewalk section with 4" gravel base course was recommended. The geotechnical engineer recommended utilization of the pedestrian light pole foundations recommended by the supplier.

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Geotechnical engineering has therefore been excluded in an effort to limit project costs. This item can be added under "Additional Services" if desired by the City.

- 10) Structural engineering is excluded. The geotechnical engineer and lighting engineer recommend utilization of the pedestrian light pole foundations recommended by the supplier.
- 11) Payment of permit and agency review fees are excluded.
- 12) Administer the Bidding phase of the project following completion of the design. The bidding task includes assistance with advertising project for bid, administration of the pre-bid conference, addressing contractor questions, preparation of addendums as needed, assisting owner with the bid opening, preparing bid tabulations, and preparing recommendations of Award to the Board.

- b. Provide construction engineering services. Construction engineering tasks include preparation of notice of award (NOA), coordination of owner/contractor agreement, preparation of conformed documents, preparation of notice to proceed (NTP), submittal review, pay request review, addressing contractor questions, facilitation of substantial completion walkthrough, preparation of certificate of substantial completion, facilitation of final walkthrough, preparation of certificate of final completion. Limited resident project representatives (RPR) services during construction are included. The estimated construction time is 3 months. Two 12-hour days per week including travel time are included for RPR services during construction.

### **3. Owner's Responsibilities**

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, with the following additions:

Include Section B2.01.A.8.a as follows: Review TIF District Surveys and Project 1 10% design, 50% design, and 95% design documents; and provide comments to engineer within 14 days of receipt of the documents.

### **4. Task Order Schedule**

#### **A. Following is the Estimated Schedule of the District Wide Sidewalk Survey, Pedestrian Lighting Analysis, and Tree Survey:**

- a. Complete Partial Sidewalk Survey, Pedestrian Lighting Analysis, and Tree Survey within Project #1 Boundary – March 1, 2025.
- b. District Wide Sidewalk, Lighting Analysis, and Tree Survey – October 1, 2025.

#### **B. Following is the Estimated Schedule of Project 1 Design:**

- a. Finalize Topographic Survey within Project 1 Boundary – January 15, 2025
- b. Project 1 10% Design Completion – February 19, 2025

- c. Project 1 50% Design Completion – March 15, 2025
- d. Project 1 95% Design Completion – April 1, 2025
- e. Project 1 Final Construction Completion – April 15, 2025
- f. Project Bids Advertised – April 15, 2025
- g. Begin Construction – May 30, 2025

**5. Payments to Engineer**

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

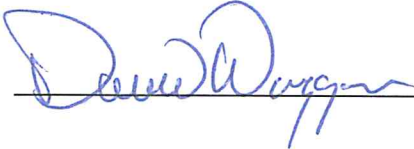
<b>Task</b>	<b>Costs</b>
TIF District Sidewalk Survey	\$ 34,700
Pedestrian Lighting Analysis	\$ 23,300
TIF District Tree Survey	\$ 19,500
Project #1 Sidewalk, lighting, and tree design	\$ 161,400
<u>Construction Engineering Services</u>	<u>\$ 58,500</u>
<b>Total</b>	<b>\$ 297,400</b>

- 6. **Consultants retained as of the Effective Date of the Task Order:** Associated Construction Engineering Inc., Garvey’s Urban Forest, LLC
- 7. **Other Modifications to Agreement and Exhibits:** None
- 8. **Attachments:** Exhibit A (TIF Boundary Map), Exhibit B (Project 1 Map)
- 9. **Other Documents Incorporated by Reference:** Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 14, 2025 (“Agreement”)

**10. Terms and Conditions**

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is January 14, 2025.

OWNER:  
By: 

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

Print Name: Dave Waggoner

Print Name: Bradley Koon

Title: Mayor

Title: President

Engineer License or Firm's  
Certificate No. (if required): 14124  
State of: Montana

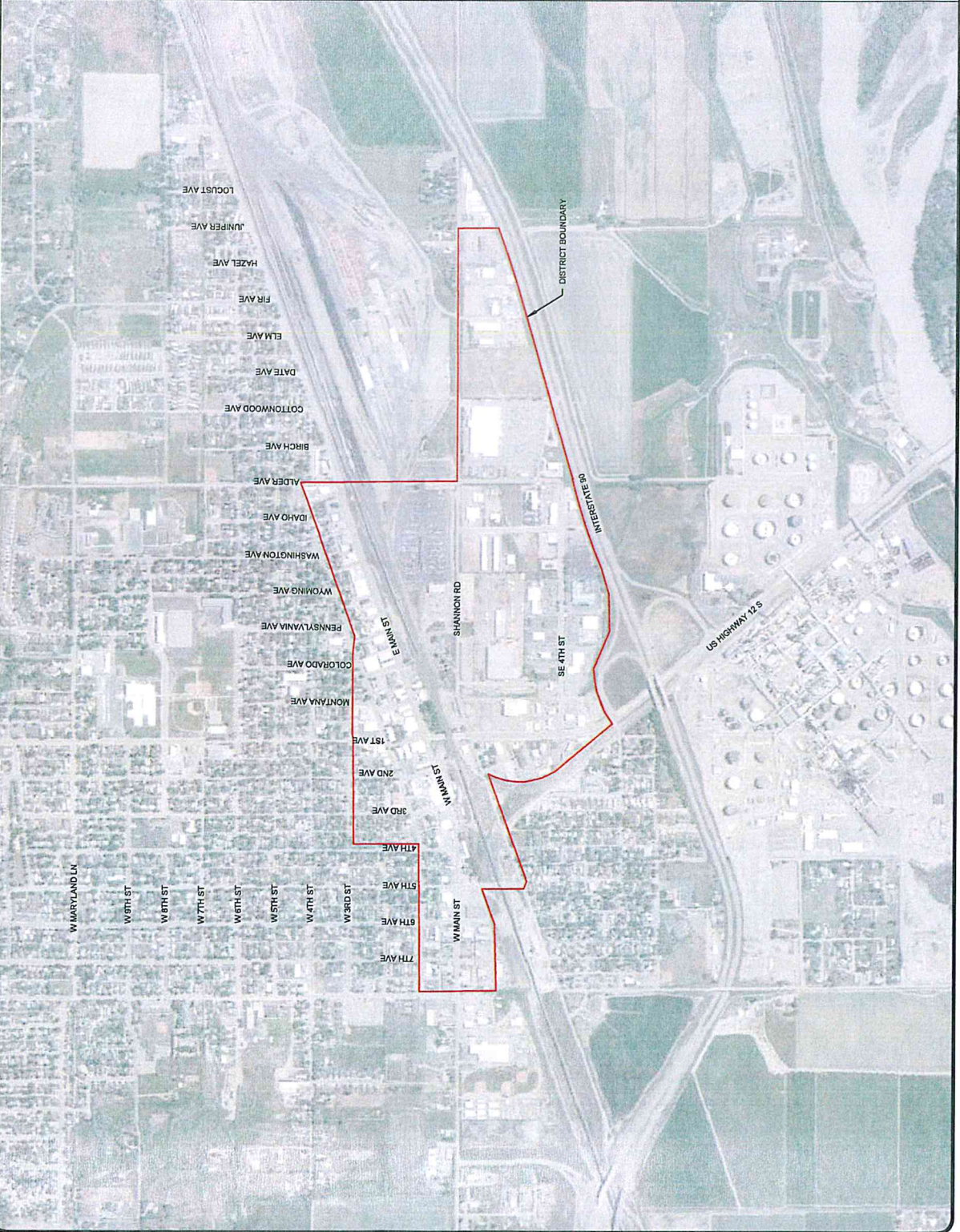
DATE	DESCRIPTION	REVISIONS

**LURA TIF DISTRICT BOUNDARY**  
 LAUREL URBAN RENEWAL AGENCY  
 LAUREL, MONTANA  
 LURA TIF DISTRICT BOUNDARY

DATE	1/2/2024
CHECKED BY:	DCT
DRAFTED BY:	DCT
PROJECT #	LURA
DATE	



**NOTES**  
 1. TIF DISTRICT BOUNDARY IS BASED ON STATE OF MONTANA MSDDI DATA.

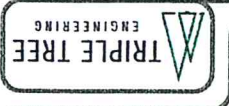




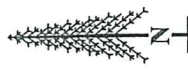
REVISIONS	DATE	DESCRIPTION

**LAUREL SIDEWALK IMPROVEMENTS**  
 CITY OF LAUREL  
 LAUREL, MONTANA  
 TASK ORDER #2 EXTENTS

PROJECT #	LURA
DRAWN BY	JPG
CHECKED BY	BJK
DATE	11/2024



**LEGEND**  
 REPAIR SIDEWALK  
 TOPOGRAPHIC SURVEY ONLY



Dec 19, 2024 - 3:05pm - P:\Laur124-105 LURA North Sidewalk & Lighting TO - 217M\Agreements\EXHIBIT-B.dwg