

AGENDA
CITY OF CROSSLAKE
SPECIAL COUNCIL MEETING
THURSDAY, APRIL 30, 2020
9:00 A.M. – CITY HALL

1. Call to Order
2. Memo dated April 30, 2020 from City Administrator Re: Perkins Road Project Recommendation (Council Action-Motion)
 - a. Memo dated April 27, 2020 from Widseth Re: Engineer's Letter of Recommendation for Bid Award
 - b. Abstract/Bid Tabulation
 - c. Arial View/Final Plan
 - d. Project Cost Summary
3. Update on 2020 Road Projects
4. Update on COVID-19 Protocols
5. Questions or Comments from Public (submitted prior to meeting)
6. Bills for Approval (Council Action-Motion)
7. Adjourn

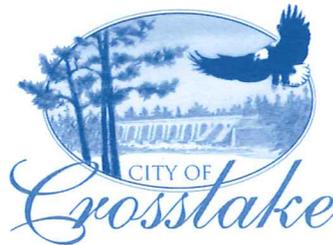
Due to the State's "stay at home" order, the regular monthly meeting of the Crosslake City Council will be held via teleconference, although staff and some Council Members may be present (not more than a gathering of 10 people). Anyone wishing to listen to the meeting is welcome to call in. However, there will be no Public Forum.

Anyone wishing to address the Council may submit their comments or questions to the City Clerk at cityclerk@crosslake.net before the meeting. Those emails will be read to the Council during the meeting. Staff appreciates your patience as we work through these unprecedented times.

TELECONFERENCE CALLING INFO

CALL IN NUMBER: 218-763-8245
(This is a local number if you call from a landline)

CONFERENCE ID# 78156



To: City Council

From: City Administrator

Date: April 30, 2020

Re: Perkins Road Project Recommendation

Attached to this memo are the Contract Bid Award Recommendation, Abstract/Bid Tabulation, Ariel View/Final Plan, and Project Cost Summary for the Perkins Road Improvements.

Project Purpose:

Relocate approximately the westerly 2/3 of the existing Perkins Road to the south of its current location 150'. This improvement will provide adequate access to what is currently referred to as South Bay Park and also improve storm water drainage away from Cross Lake and away from environmentally sensitive areas. This project will also extend the City's walking/bike path from County Road 103 to the Park. This project is the result of the City's long-term intention to improve access to a future park and improve its public roads and trail system.

This project is a cooperative effort amongst the City of Crosslake, United States Army Corps of Engineers Minnesota Department of Natural Resources, Crow Wing County, and abutting private property owners, each participating through land use agreements, land donations, special assessments, and local taxes levied for that purpose. Each property owner is responsible for constructing and paying for their own driveway extensions and related utilities. The Project is fully funded and no debt will be issued to finance project costs.

Other agencies consulted include the United States Fish and Wildlife Service, United States Department of the Interior, Minnesota Office of the State Archaeologist, Minnesota State Historic Preservation Office, and Minnesota State Historical Society.

Background/Timeline:

- **May 28, 1974 through April 30, 1984**
South Bay Park is leased to the Village of Crosslake with the intent to develop interpretive trails, parking, and restrooms. (Gap in available historical data between 1984 and 1986.)
- **1986 – September 18,**
Lease was extended to April 30, 1987

(Background/Timeline – Continued)

- **1987 – May 1,**
City enters into 25-year lease agreement with the Department of the Army for what is known as South Bay Park.
- **1988 – Various Dates**
5-Year Plan created identifying proposed improvements to South Bay Park.
- **1989 – May 23,**
Letter of support received by City Council supporting basic improvements, funding and preservation as a park.
- **2000 – Various Dates**
Updated day use plan, included basic restrooms, trails, picnic area, grills and beach area.
- **2000 – July 25,**
Updated Park Long-Range Plan Presented – included grant funding in the amount of \$25,500 for trail improvements, picnic shelter, parking area & bituminous surfacing, boat docks, and restroom facilities funded through the National Recreational Trail Fund Act. The City was not awarded any grant funds.
- **2000 – August 1,**
Park Commission determined adequate access to the park was the first issue that would need to be addressed.
- **2003 – January 22,**
Jan Schwarz (impacted property owner) of WLJ Properties LLC, presents the City with a local history of the impacted site along with updated proposed improvements to South Bay Park. Also included in the letter to the City, were her family's long-term plans for their property and their intentions of working with the City.

(In the current 2020 improvement proposal, WLJ Properties LLC, donates adequate land to facilitate construction of the new road.)

- **2003 – November 24,**
Park Commission addressed road relocation and identified 7 criteria to address regarding the proposed improvements.
 - Cost for road development.
 - Bike path is essential.
 - Road should be straight, direct route.
 - Road must be built to handle any increase in traffic in the future.
 - Road should be built to avoid as many driveway crossing as possible.
 - Esthetics of the improvements and the area should be considered.
 - The private landowners prior to any formal plans by the City must develop a master plan.

(Background/Timeline – Continued)

- **2004 – November 9,**
the term of the lease for the City’s use of South Bay as a park is extended to April 30, 2037.
- **2005 – February 17,**
Parks Department submits to council updated improvement plan for South Bay Park.
- **2009 – December**
Updated South Bay Park sketch provided by Widseth as part of overall Park Plan.
- **2014 – September 16,**
Additional Updates to Park Capital Plan – City Budgets \$17,000 per year for 2015 through 2020 to be utilized for South Bay Park. (Budgets lapse at each year end, beginning in 2017, unused Park Capital Outlay Budget approved by Council to be used in future years.)
- **2017 – Calendar Year Budget**
City Budgets \$34,000 For Perkins Road/South Bay Park Improvements
 - City pays \$4,815 to Bolton-Menk and provides concept of potential new Perkins Road location.
 - City pays \$2,500 to Bill Ludiena Appraisals Inc. for Heigl Property appraisal.
 - City commences a legal taking and settle on a land price in 2019 and paid \$49,615 in land acquisition costs for the new proposed road through a portion of the Heigl property. WLJ Properties will donate land for the westerly end of the new road.
- **2018 – February 27,**
 - Memo to Park Director Henke from the City’s Public Works Commission identifying land acquisition issues and recommendations to acquire necessary land for a new road to South Bay Park/Perkins Road.
- **2018 – August 23,**
City receives signed letters of intent from all impacted property owners (except Heigl) and committing in principle to basic design presented earlier and cost sharing agreement(s) to pay for project costs.
- **2019 – March 8,**
 - City accepts contract for feasibility report for proposed project from Widseth.
 - City accepts contract for a Phase 1 Archaeological Survey to be completed by McFarlane Consulting, LLC.
- **2019 – June 26,**
Archaeological Survey is complete and states there are no historic properties identified within the proposed project area with a finding of “No Properties Affected”.

(Background/Timeline – Continued)

- **2019 – August 19,**
City received preliminary cost estimates of proposed project and calls a public hearing for proposed improvements for Perkins Road for August 23, 2019.
- **2019 – August 23,**
 - City holds meeting with public and impacted parties for proposed realignment/final design/information meeting. City requests benefitted property owners share a portion of cost and present different cost share scenarios for property owners to discuss.
 - City receives a copy of a letter sent to the United States Army Corps of Engineer from Richard D. Phillips requesting the USACE deny any easements pertaining to the Perkins Road Project.
- **2019 – September 12,**
City accepts proposal for services from Widseth for Perkins Road and Trail Improvements – Design and Construction Phase I the amount of \$77,000.
- **September 2019 to April 2020**
 - City attorney, engineer and city staff complete project plans, work out various assessment agreements and property exchanges.
 - Council approves change order for additional work performed in project design to ensure all parties in agreement with final design and approves posting project for competitive bidding.
- **2020 – April 23,**
Bid opening was held at 11:00 AM. Two bids were received as follows:
 - \$538,980.03 from Anderson Brothers.
 - \$499,388.00 from Borden Excavating.
- **2020 – April 27,**
Special Council Meeting Called for 9:00 AM for Thursday, April 30, 2020 to award discuss project and accept or reject project bids.

2-a.

April 27, 2020

Widseth
7804 Industrial Park Road
PO Box 2720
Baxter, MN 56401

Honorable Mayor and City Council
City of Crosslake
37028 County Road 66
Crosslake, MN 56442

RE: 2020 Perkins Road Improvements
Engineer's Letter of Recommendation for Bid Award
WSN No. 2019-10092 (0107B0160.000)

Dear Mayor and City Council:

Pursuant to authority of the City Council and after proper legal advertisement, bids for the referenced project were obtained at 11:00 a.m. in the Crosslake City Hall on April 23, 2020.

The following unit price bids were received:

Borden Excavating, Inc.	\$499,388.00
Anderson Brothers Construction Company of Brainerd, LLC	\$538,980.03

The Engineering Estimate of the construction cost was \$435,582.75. Details of all bids are shown on the attached Abstract. The bids were conforming to the plans, specifications and advertisement.

We recommend the Contract be awarded to Borden Excavating, Inc. of Merrifield, MN, the lowest responsible bidder, on the basis of the unit prices in the bid proposal.

Widseth Smith Nolting & Assoc., Inc.

David S. Reese, P.E.

c: Charlene Nelson, City of Crosslake
Brad Person, City Attorney
WSN File

Enc. Tabulation of Bids

TABULATION OF BIDS
NAME: 2020 PERKINS ROAD IMPROVEMENTS
CLIENT: CITY OF CROSSLAKE
PROJECT NO: 2019-10092

DATE: APRIL 23, 2020
TIME: 11:00 A.M.

SPEC NO	ITEM DESCRIPTION	CONTRACT QUANTITY	UNIT	ENGINEER'S ESTIMATE			Borden Excavating, Inc. 13110 Borden Road Merrifield, MN 56465			Anderson Brothers Construction Company of Brainerd, LLC 11325 State Highway 210 Brainerd, MN 56401			AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
				PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT							
2021.501	MOBILIZATION	1	LUMP SUM	\$19,000.00	\$19,000.00	20000.00	\$20,000.00	40144.00	\$40,144.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2101.505	CLEARING	3.14	ACRE	\$6,000.00	\$18,840.00	5000.00	\$15,700.00	6000.00	\$18,840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2101.505	GRUBBING	3.14	ACRE	\$6,000.00	\$18,840.00	5000.00	\$15,700.00	6000.00	\$18,840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	81	LIN FT	\$3.50	\$283.50	10.00	\$810.00	10.60	\$858.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2104.504	REMOVE TRENCH DRAIN	30	LIN FT	\$12.00	\$360.00	40.00	\$1,200.00	42.25	\$1,267.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2104.504	REMOVE TRENCH DRAIN PIPE	30	LIN FT	\$5.00	\$150.00	40.00	\$1,200.00	42.25	\$1,267.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2104.504	REMOVE BITUMINOUS PAVEMENT	3328	SQ YD	\$2.00	\$6,656.00	3.00	\$9,984.00	3.15	\$10,483.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2104.507	REMOVE AGGREGATE	425	CU YD	\$2.50	\$1,062.50	10.00	\$4,250.00	10.55	\$4,483.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2104.518	REMOVE BRICK PAVERS	750	SO FT	\$1.00	\$750.00	5.00	\$3,750.00	5.25	\$3,937.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2105.507	COMMON EXCAVATION (P)	5335	CU YD	\$9.00	\$48,015.00	8.00	\$42,680.00	8.45	\$45,080.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2105.507	COMMON EXCAVATION (P)	1577	CU YD	\$15.00	\$23,655.00	13.00	\$20,501.00	13.75	\$21,683.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2123.510	COMMON LABORERS	8	HOUR	\$70.00	\$560.00	65.00	\$70.00	68.65	\$70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2123.510	SKID LOADER	8	HOUR	\$120.00	\$960.00	100.00	\$800.00	105.55	\$844.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	6	HOUR	\$120.00	\$720.00	125.00	\$750.00	200.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	1111	CU YD	\$30.00	\$33,330.00	25.00	\$27,775.00	36.10	\$40,107.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2221.509	SHOULDER BASE AGGREGATE CLASS 1	140	TON	\$15.00	\$2,100.00	50.00	\$7,000.00	31.10	\$4,354.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2301.504	CONCRETE PAVEMENT 7.0"	406	SO YD	\$65.00	\$34,510.00	111.00	\$45,066.00	116.40	\$47,258.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2360.509	TYPE SP9.5 WEARING COURSE MIXTURE (2.C)	780	TON	\$68.00	\$53,040.00	90.00	\$70,200.00	80.00	\$62,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2360.509	TYPE SP12.5 WEARING COURSE MIXTURE (2.C)	696	TON	\$68.00	\$47,328.00	80.00	\$55,680.00	77.00	\$53,592.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2501.502	18" RC PIPE APRON (DESIGN 3100G)	4	EACH	\$900.00	\$3,600.00	2000.00	\$8,000.00	2111.20	\$8,444.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2501.502	18" CS PIPE APRON	2	EACH	\$350.00	\$700.00	250.00	\$500.00	263.90	\$527.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2501.502	12" CS PIPE APRON	12	EACH	\$250.00	\$3,000.00	250.00	\$3,000.00	263.90	\$3,166.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2501.503	18" RC PIPE CULVERT	108	LIN FT	\$60.00	\$6,480.00	50.00	\$3,000.00	52.80	\$3,166.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2501.503	18" CS PIPE CULVERT	44	LIN FT	\$45.00	\$1,980.00	45.00	\$1,980.00	47.50	\$2,092.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2501.503	12" PVC PIPE CULVERT	180	LIN FT	\$30.00	\$5,400.00	40.00	\$1,200.00	42.25	\$1,267.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2503.503	6" PVC PIPE SEWER	32	LIN FT	\$18.00	\$576.00	100.00	\$1,800.00	105.55	\$1,861.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS V	96	LIN FT	\$45.00	\$4,320.00	50.00	\$2,250.00	52.75	\$2,381.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2506.502	CASTING ASSEMBLY (STORM)	3	EACH	\$900.00	\$2,700.00	1000.00	\$3,000.00	1055.60	\$3,166.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	3.67	LIN FT	\$450.00	\$1,651.50	600.00	\$2,700.00	633.35	\$2,324.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	6.99	LIN FT	\$550.00	\$3,844.50	400.00	\$2,200.00	422.25	\$2,324.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2506.602	CONSTRUCT DRAINAGE STRUCTURE - TRENCH DRAIN	32	LIN FT	\$90.00	\$2,880.00	450.00	\$4,050.00	447.60	\$4,050.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2521.518	4" CONCRETE WALK	323	SQ FT	\$8.00	\$2,584.00	12.00	\$96.00	12.40	\$99.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2531.501	CONCRETE CURB AND GUTTER DESIGN B624	184	LIN FT	\$22.00	\$4,048.00	40.00	\$880.00	46.55	\$880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2531.618	TRUNCATED DOMES	48	SO FT	\$42.00	\$2,016.00	60.00	\$2,520.00	52.80	\$2,520.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2540.602	MAIL BOX SUPPORT	8	EACH	\$105.00	\$840.00	150.00	\$1,575.00	116.15	\$929.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2564.518	SIGN PANELS TYPE C	2.25	SO FT	\$85.00	\$191.25	100.00	\$8,500.00	103.45	\$8,581.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2573.501	EROSION CONTROL SUPERVISOR	1	LUMP SUM	\$1,000.00	\$1,000.00	1000.00	\$1,000.00	1155.55	\$1,155.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2573.502	STABILIZED CONSTRUCTION EXIT	1	LUMP SUM	\$2,000.00	\$2,000.00	1000.00	\$1,000.00	577.75	\$577.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2573.502	STORM DRAIN INLET PROTECTION	4	EACH	\$120.00	\$480.00	100.00	\$1,200.00	105.55	\$422.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2573.502	CULVERT END CONTROLS	9	EACH	\$125.00	\$1,125.00	100.00	\$900.00	79.20	\$712.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2573.503	SILT FENCE, TYPE MS	535	LIN FT	\$2.50	\$1,337.50	1.00	\$535.00	3.20	\$1,712.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	320	LIN FT	\$5.00	\$1,600.00	3.00	\$960.00	3.20	\$1,024.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2574.507	SCREENED TOPSOIL BORROW (CV)	1545	CU YD	\$90.00	\$139,050.00	35.00	\$3,150.00	36.95	\$3,327.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2574.508	FERTILIZER TYPE 1	582	POUND	\$1.00	\$582.00	1.00	\$582.00	0.85	\$494.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2575.505	SEEDING	2.91	ACRE	\$2,000.00	\$5,820.00	1500.00	\$4,365.00	527.80	\$1,535.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2575.508	SEED MIXTURE 25-151	582	POUND	\$3.50	\$2,037.00	3.00	\$10,500.00	3.45	\$11,760.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2575.508	HYDRAULIC REINFORCED FIBER MATRIX	10160	POUND	\$1.50	\$15,240.00	1.50	\$15,240.00	1.75	\$17,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
-	MOBILIZATION COST ALLOWANCE	1	LUMP SUM	\$1,000.00	\$1,000.00	1000.00	\$1,000.00	1000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL					\$435,582.75		\$499,388.00		\$538,980.03		\$0.00		\$0.00		\$0.00		\$0.00	

I hereby certify that this tabulation is a true and correct copy of the bids for the 2020 Perkins Road Improvements p

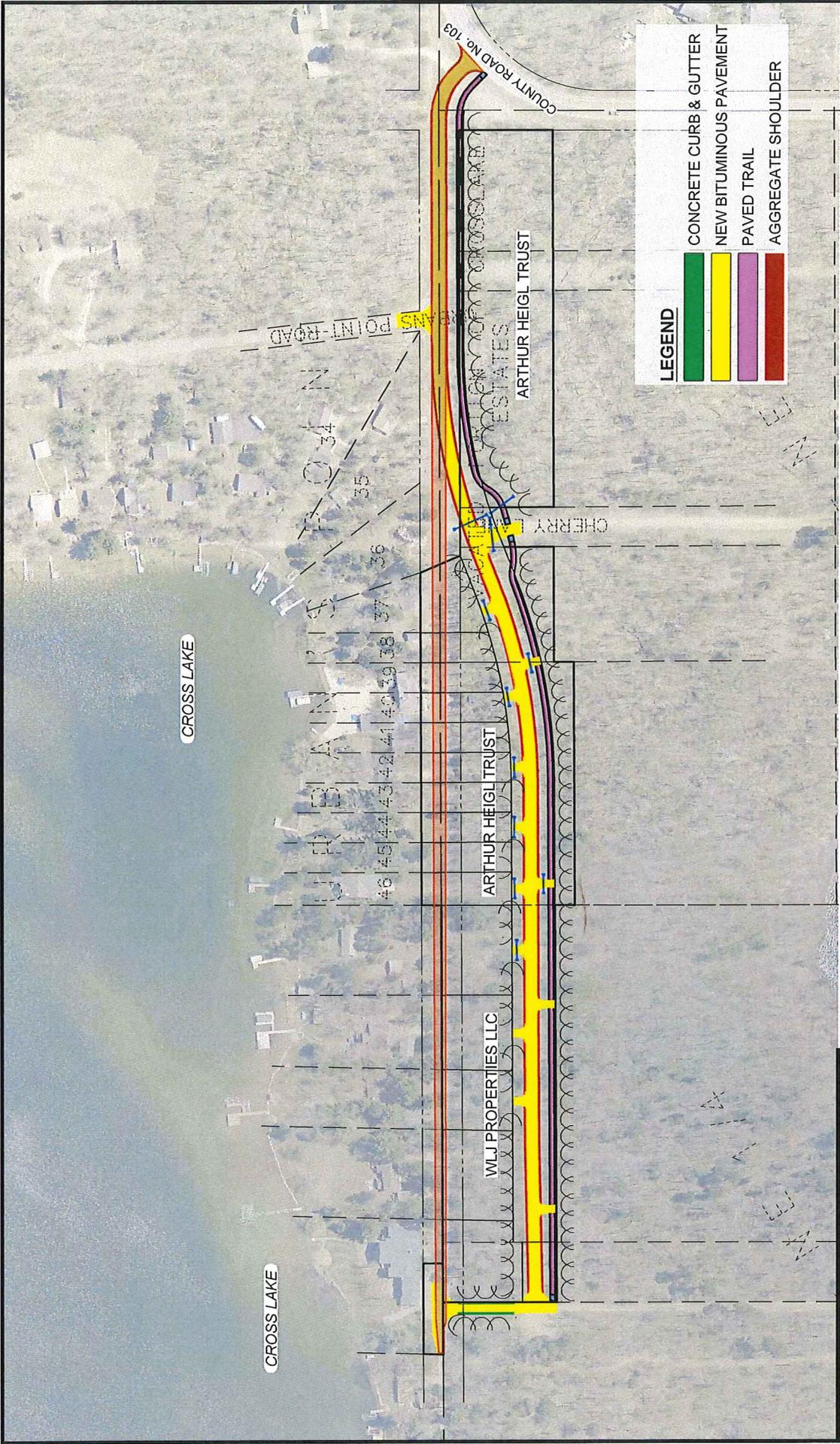
23432
REG. NO. 4 - 24 - 20 DATE

David S. Reese

20107B-City of Crosslake 0107B0160-Perkins Road Improvements Bid Information BIDTAB 2019-10092.xls

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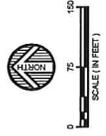


LEGEND

█	CONCRETE CURB & GUTTER
█	NEW BITUMINOUS PAVEMENT
█	PAVED TRAIL
█	AGGREGATE SHOULDER

█ EXISTING PERKINS ROAD

FINAL PLAN



WIDSETH SMITH NOLTING
 Engineering | Architecture | Surveying | Environmental

© 2014 WIDSETH SMITH NOLTING

2. d.

Perkins Road - Estimated Project Costs (Prepared by City Staff)			
Reference Period	August 2019	April 2020	
	Preliminary Assessment Based	Plan/Bidding Estimate	Post Bid Construction Estimate
Estimated Project Costs:			
Construction	355,400	435,583	499,388
Soft Costs	88,000	88,000	118,000
Property Purchased	50,000	50,000	50,000
Donated Property Received - not valued	-	-	-
Total Estimated Project Costs	493,400	573,583	667,388
Assessments:			
Assessed (5 Payers)	243,236	243,236	243,236
Donated Property Received - not valued	-	-	-
Total	243,236	243,236	243,236
Estimated % Assessed	49.30%	42.41%	36.45%
Dollar Value of Change	-	80,183	173,988
Final Construction Estimate is Made up of:			
Engineering changes			30,000
Project Estimate Changes since 8/19			9,366
Changes for Arlyon Road & Park Access with CORPS			70,817
Change between Post Bid Const. and Plan/Bidding Estimates			63,805
Dollar Value of Final Construction Estimates Changes			173,988
Total Estimated Project Costs Per Above			667,388
Less: Estimated Assessments			(243,236)
Local/City Share of Project			424,152
Estimated City Costs Incurred through 4/27/220			(152,169)
Remaining City Costs yet to incur:			271,983
Budgeted Funds			
Budgeted in 2017 (Unused balance already in Fund Balance)		34,000	
Project Budget 2018 - 2020		255,000	
City Project Spend to Date		(152,169)	
Remaining Budgeted Funds		<u>136,831</u>	(136,831)
Re-prioritize Current Year Budgeted Funds			
Joint Maintenance Remote Gate Upgrade Deleted as not necessary			(55,000)
Delay purchase of Public Works Truck until 2021			(51,000)
Delay in PW Director Retirement for Replacement Staff			(60,000)
Contingency Balance (Remaining) or Deficit			(30,848)



4.

City of Crosslake, Minnesota
FIRE DEPARTMENT

Thursday April 30, 2020

Memo:

RE: FY2020 AFG Firefighters Grant – COVID19 Supplemental Program (AFG-S)

To: Mayor, Council Members

The Crosslake Fire Department would like to apply for the AFG COVID19 Supplemental Grant and Contract with Gail Levenson from WSN to assist with writing the Grant. – Motion to Approve

The FEMA AFG COVID19 Program is providing funds for personal protective equipment (PPE) specifically related to the COVID19 needs. This is an opportunity to help the Crosslake Fire Department prepare for infection control by getting hard to find COVID19 Supplies and cover any PPE or supply purchases for COVID19 that occurred after January 1, 2020.

If approved , FEMA will pay for 95% of the cost of eligible equipment with the City of Crosslake being responsible for 5%.

Cost:

- \$1,200 per Grant Application (WSN)
- \$100 per update (SAM/DUNS and FEMA Go)

Thank you,

Chip Lohmiller
Chief
Crosslake Fire Department



New AFG Application Period Opens Today, through May 15

GRANT NAME:

- FY 2020 Assistance to Firefighters Grant - COVID-19 Supplemental Program (AFG-S)

NAME OF THE ORGANIZATION PROVIDING THE GRANT:

- FEMA Assistance for Firefighters Grant (AFG) Program

SHORT DESCRIPTION:

- FEMA Assistance for Firefighters Grant (AFG) Program is providing funds for personal protective equipment (PPE) specifically for COVID-19 related

needs. This is an opportunity for fire departments to help their communities prepare for infection control by getting hard to find COVID-19 supplies. If approved, FEMA will pay for 95% of the cost of eligible equipment while your department will pay only 5%.

ELIGIBLE PURCHASES:

- High priority items include eye protection, isolation gowns, protective coveralls, gloves, footwear covers, respirators, and surgical type face masks. Other eligible, but lower priority, items include decontamination supplies, station-quarters, vehicles, replacement High-Efficiency Particulate Air filters, and antiseptic hand rubs such as alcohol-based hand sanitizers.

WHO'S ELIGIBLE:

- Fire Departments and Non-Affiliated Organizations who provide Emergency Medical Services (NAEMS).

COST TO APPLY:

- \$1,200 per grant application
 - Widseth will offer a 25% discount to fire departments who engaged us for their 2019 FEMA AFG Application.
- \$100 per application to update SAM/DUNS and FEMA GO site registration, if not current. These grant writer fees are reimbursable for approved grants, when the fee is paid within 30 days of the application due date.

APPLICATION AND AWARD DATES:

- Application Start Date: April 28, 2020
- Application Deadline: May 15, 2020
- Anticipated Award Date: June 5, 2020

RESOURCES:

- [FY 2020 Assistance to Firefighters Grant Program – COVID-19 Supplemental \(AFG-S\) Guidance Documents](#)



Contact Widseth's funding specialist Gail Levenson to start your grant application today. Gail has more than 20 years of grant writing and funding assistance experience.

Gail Levenson, MBA
Gail.Leverson@widseth.com
218-308-2604

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BILLS FOR APPROVAL
May 11, 2020

VENDORS	DEPT		AMOUNT
AAA Equipment, filter, element	PW		116.94
AW Research, water testing	Sewer		139.50
Banyon Data Systems, utility billing support	Sewer		990.00
Bolton & Menk, sewer extension	Sewer		2,902.50
Build All Lumber, treated lumber	PW		747.04
Build All Lumber, stakes	Park		98.40
City of Crosslake, sewer utility bills	PW/Gov't		150.00
Crosslake Communications, phone, fax, cable, internet	ALL		1,602.30
Crosslake Demolition, trash removal	Park		57.00
Crow Wing County Recorder, filing fee	PZ		46.00
Dell, laptop	PZ	pd 4-21	1,368.42
Emergency Response Solutions, filter and adapter assembly kits	Fire		4,732.10
Ferguson Waterworks, software and hardware maintenance	Sewer		2,461.64
Galls, uniform	Police		331.29
Guardian, pest control	ALL		77.60
Hytec, design contract	Fire		15,000.00
IP Networks, annual firewall renewal	Gov't		385.00
Jefferson Fire and Safety, boots	Fire		306.97
Jefferson Fire and Safety, helmets	Fire		479.60
JMD Manufacturing, sign posts, mailbox posts	PW		3,492.79
Josh Runksmeier, uniform reimbursement	Park		89.98
Kirvida, install new gear on transfer valve	Fire		519.74
Landwerx, street sweeping	PW		250.00
Mastercard, Hoops, basketball systems	Park		3,998.00
Mastercard, Savvik, testing kits	Gov't		2,576.15
Med Compass, medical exams, testing	Fire		4,025.00
Menards, led lights	Park		139.96
Menards, post mounts, tools, appliance dolly	PW		292.20
Midwest Machinery, ball joint socket	Park		84.43
MN Playfround, wood fiber chips	Park		2,445.63
MR Sign, e911 address signs	PW		64.59
Napa, lamp	Park		8.60
Northland Press, ad for bids perkins road	PW		497.25
Pine Island Bank, bond payment	Gov't		1,450.00
Simonson Lumber, bridge repairs	Park		210.88
Streichers, uniform	Police		193.94
Streichers, uniform	Police		137.99
Timber Ridge Electric, dishwasher repair	Park		190.00
USA Bluebook, settling cone, sampler, handle dipper	Sewer		877.70
USA Bluebook, thermometers	Sewer		177.66
USA Bluebook, thermister, thermometers	Sewer		307.49
WSN, perkins road	PW		6,810.00
WSN, daggett bay	PW		9,634.63
WSN, pickleball courts	Park		170.00
WSN, general engineering	PW		247.00

WSN, wild wind ranch drive	PW		8,518.00
WSN, cip update	PW		850.00
WSN, water quality project	PW		5,693.63
Xcel Energy, gas utilities	ALL		1,100.74
TOTAL			87,046.28