



Board of County Commissioners Agenda Request

21

Agenda Item #

Requested Meeting Date: 7-12-16

Title of Item: Engineering Services Agreement

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: John Welle	Department: Highway
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Presenter (Name and Title): NA	Estimated Time Needed: NA
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Summary of Issue:
 A number of projects in the Capital Road Improvement Plan are at risk of being delayed beyond there scheduled construction date due to two current engineering technician vacancies. One such project is the CSAH 12 reconstruction project that involves shoulder widening on a two-mile segment of CSAH 12. To keep this project on it's 2018 construction schedule, proposals were solicited from WSN in Baxter and SEH in Brainerd to conduct the topography survey. The following lump sum costs were submitted from each firm.

WSN - \$10,700
 SEH - \$17,000

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Authorization is requested to accept the WSN proposal.

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ 10,700
Is this budgeted? Yes No *Please Explain:*

Although this cost was not anticipated or budgeted as an external engineering service, the cost of the two vacant engineering technician positions were budgeted at a cost of \$2,811 per week. These positions have been vacant since May 24, 2016 and are anticipated to remain vacant through the summer.