



CITY COUNCIL AGENDA
September 18, 2023 ~ 7:00 PM

Preliminary agenda; subject to change. The Council will set a final agenda at the meeting.

CALL THE MEETING TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA/CHANGES

APPROVAL OF MINUTES – September 5, 2023

APPROVE FINANCIAL REPORT – See below

DEPARTMENT REPORTS

SCHEDULED/UNSCHEDULED GUESTS (limit 5 minutes each)

AGENDA ITEMS:

- 1. Consider Resolution 23-27 – Setting Preliminary Levy**
- 2. Consider Resolution 23-28 – Accepting Grant of \$10,000 from Southwest Initiative Foundation**
- 3. Consider Change Order #3 – Lakefield Infrastructure Improvement Project**
- 4. Consider Assessment Rate for Lakefield Infrastructure Improvement and TH 86 Reconstruction Project**
 - a. Consider Rate for Assessment**
 - b. Consider Term of Assessment**
 - c. Consider Setting Assessment Hearing Date of October 16, 2023**
 - d. Consider Approval of Resolution 23-29**
- 5. Mainstreet Sidewalks**
- 6. Office Remodel Project**
 - a. Flooring**
 - b. Office Hours**
 - c. Office Desks**
- 7. Consider Adoption of Procurement Policy for Utilizing Federal Funds**

OLD BUSINESS

INFORMATIONAL ITEMS

- 1. Other Board and Committee Reports**
 - a. PeopleService Report**
 - b. EDA Update –**
 - i. Next meeting October 6th at 12:00 pm**
 - c. LPU Update**
 - i. Next meeting on October 16th at 4:00 pm**
 - d. Park Update –**
 - i. Next meeting on October 9th at 4:00 pm**
 - e. Planning & Zoning Update -**
 - i. Next Meeting on September 25th at 4:30 pm**
 - f. Golf Course Board Update**
 - i. Next Meeting on September 21st at 4:00 pm**

ANNOUNCEMENTS

- 1. Next council meeting, Monday, October 2, 2023, at 7:00 p.m. in City Hall**

ADJOURN



CITY COUNCIL MINUTES September 5, 2023, ~ 7:00 PM

Council Present: Stephen A. Condon, Andrea Monson, Heather Hussong Reasoner, Nathan Hall, and Brent Pavelko.

Others Present: Stacy J. Anderson – City Clerk, Roger Pohlman – Police Chief, Lance Frerichs – Street Foreman, Brent Kavitz – SEH City Engineer, Mike Chepa, Carol Schulz, and Richard Doescher.

CALL THE MEETING TO ORDER – The meeting was called to order at 7:00 pm by Mayor Stephen A. Condon.

PLEDGE OF ALLEGIANCE

AGENDA CHANGES/APPROVE AGENDA- A motion to approve the agenda with the addition of street work completed by Fuller Paving, Inc., made by **Hall/Pavelko**. All in favor. Motion carried.

APPROVAL OF MINUTES- A motion to approve minutes from August 21, 2023, as presented, made by **Hussong Reasoner/Hall**. All in favor. Motion carried.

APPROVAL OF FINANCIAL REPORT- A motion to approve the financial report as presented, made by **Monson/Pavelko**. All in favor. Motion carried.

DEPARTMENT REPORTS –

SCHEDULED/UNSCHEDULED GUESTS (limit 5 minutes each) –

AGENDA ITEMS

- 1. Consider Sidewalks at the Former School Property – Demo Current Sidewalks** – City Clerk received a call from the contractor that is completing the demolition of the former school with an offer to demo the current sidewalks for free. Council discussion resulted in council declining the offer to demo the sidewalks at this time. Councilmember Hussong Reasoner will contact the school superintendent to discuss.
- 2. Consider Mainstreet Sidewalks** – City Clerk received a request from a community member requesting a marking to remind people of the elevation changes on main street. Discussion resulted in council directing street foreman and Council Members Pavelko and Monson to inspect Mainstreet sidewalks and report back to council.
- 3. Consider Pay App #13 to Rice Lake Construction for \$46,882.50 for WWTF Improvements** – Motion to approve Pay App #13 made by **Hall/Pavelko**. All in favor. Motion carried.
- 4. Consider Pay App #14 to R & R Excavating, Inc. for \$528,204.47 for Infrastructure Improvements** – Motion to approve Pay App #14 made by **Monson/Hussong Reasoner**. All in favor. Motion carried.
- 5. Consider Pay App #6 to R & R Excavating, Inc. for \$64,534.91 for Final Payment of Grein Residential Development Phase 1** – Motion to approve Pay App #6, contingent on receiving necessary paperwork, made by **Pavelko/Hall**. All in favor. Motion carried.
- 6. Informational – LMCIT Loss Control Visit Report** – City Clerk provided copies of the recent LMCIT Loss Control visit from Troy Walsh (LMC) and reported that the report was just received, and staff will be working to complete recommendations.
- 7. Formal approval for Fuller Paving** – Fuller Paving recently completed repairs on streets in south Lakefield. 75 tons of material was used for a total of \$12,300. Street Foreman obtained approval from all council members via phone call. Motion to formally approve the street work, made by **Pavelko/Hall**. All in favor. Motion carried.

OLD BUSINESS

INFORMATIONAL ITEMS

1. Other Board and Committee Reports

- a. EDA Update –**
 - i. Next meeting September 8th at 12:00 pm
- b. LPU Update**
 - i. Next meeting on September 18th at 4:00 pm
- c. Park Update –**
 - i. Next meeting on September 11th at 4:00 pm
- d. Planning & Zoning Update -**
 - i. Next Meeting on September 25th at 4:30 pm
- e. Golf Course Board Update**
 - i. Next Meeting on September 21st at 4:00 pm

ANNOUNCEMENTS

- 1. Budget Workshop – Monday, September 11, 2023, at 4:30 p.m. in City Hall.**
- 2. Next council meeting, Tuesday, September 18, 2023, at 7:00 p.m. in City Hall**

ADJOURNMENT – Motion made by Hussong Reasoner/Hall to adjourn at 7:26 pm. All in favor. Motion carried.

Attest:

Stacy J. Anderson, City Clerk

Department Head Report

Date: September 18, 2023

Police – Lakefield Police Department participated in the 2nd meeting of the Jackson County Hazard Mitigation Plan on September 7, 2023. We are also being audited for compliance with FBI and Minnesota BCA Criminal Justice Data Networks (CJDN), which includes IS/Technology compliance with dual authentication and firewalls and also National Crime Information Center (NCIC) access compliance which includes all backgrounds and criminal history checks. Calls for service attached.

Street – The pool has been winterized. The leaves are starting to fall so the street sweeping will begin soon. There is still some street patching I need to complete before the end of fall and the asphalt plant closes for the season. We finally got our truck back from the shop after the accident. We have been spending a lot of time working with the new GPS equipment we have. We have marked every storm catch basin and roughly half of the water service curb stops in town. The initial time investment into the program is going to be substantial but the time savings in the long run will be significant when it comes to locating things in the future. I will be on vacation September 17-24.

Clerk – Remodel officially started on 9/15, nice to see some progress being made. Have been working with Tim Olson for health insurance, trying to find lower deductibles while maintaining a decent premium – not an easy task! Rachel has been busy with the 2024 budget and will continue to do so.

Lakefield Police Department

9-01-2023 to 09-13-2023 CFS Report

Printed on September 13, 2023

CFS Date/Time	CFS #	Code : Description	Address	Primary
09/05/23 16:41:52	JSOCFS2023096936	911 HANG UP : 911 Hang Up	201 FUNK AVE, LAKEFIELD	42, DISP

911 HANG UP : 911 Hang Up Total: 1

09/09/23 12:53:14	JSOCFS2023097046	ANIMAL-CALL : Animal Call	CHICAGO ST/ 2ND AVE, LAKEFIELD, MN 56150	43
09/02/23 08:08:11	JSOCFS2023096830	ANIMAL-CALL : Animal Call	112 MILL RD WEST, LAKEFIELD, MN 56150	45
09/04/23 13:46:57	JSOCFS2023096902	ANIMAL-CALL : Animal Call	112 MILL RD W, LAKEFIELD, MN 56150	45

ANIMAL-CALL : Animal Call Total: 3

09/01/23 08:35:00	JSOCFS2023096797	ASSIST-PUB : Public Assist	300 MAIN ST, LAKEFIELD, MN 56150	40
09/05/23 15:21:09	JSOCFS2023096932	ASSIST-PUB : Public Assist	402 HWY 86, LAKEFIELD, MN 56150	42
09/12/23 20:26:56	JSOCFS2023097157	ASSIST-PUB : Public Assist	301 MAIN ST, LAKEFIELD, MN 56150	43
09/04/23 18:02:16	JSOCFS2023096905	ASSIST-PUB : Public Assist	801 FUNK AVE, LAKEFIELD	43

ASSIST-PUB : Public Assist Total: 4

09/08/23 14:33:15	JSOCFS2023097026	BURGLARY : Burglary	617 CHERRY ST, LAKEFIELD, MN 56150	40
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BURGLARY : Burglary Total: 1

09/08/23 11:52:28	JSOCFS2023097023	CEP REPORT : CEP Intake Report	████ NORTH GRIFFIN ST, LAKEFIELD	40
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CEP REPORT : CEP Intake Report Total: 1

09/08/23 21:31:11	JSOCFS2023097037	CITIZEN COMP : Citizen Complaint	301 CHICAGO ST, LAKEFIELD, MN 56150	42
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CITIZEN COMP : Citizen Complaint Total: 1

09/13/23 10:55:31	JSOCFS2023097167	DEBRIS : Debris in the roadway	Intersection of HWY 86 and 820TH ST, LAKEFIELD, MN 56150	40
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DEBRIS : Debris in the roadway Total: 1

09/11/23 07:31:47	JSOCFS2023097096	DIRECTED PATROL : Directed Patrol	110 MILWAUKEE ST, LAKEFIELD, MN 56150	40
09/11/23 00:05:37	JSOCFS2023097095	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	42

CFS Date/Time	CFS #	Code : Description	Address	Primary
09/10/23 17:16:48	JSOCFS2023097083	DIRECTED PATROL : Directed Patrol	Intersection of FUNK AVE and HWY 86, LAKEFIELD, MN 56150	42
09/09/23 22:17:29	JSOCFS2023097065	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	42
09/09/23 01:00:04	JSOCFS2023097039	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	42
09/08/23 00:45:57	JSOCFS2023097010	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	42
09/06/23 22:10:36	JSOCFS2023096971	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	42
09/05/23 21:44:19	JSOCFS2023096942	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	42
09/11/23 20:37:34	JSOCFS2023097127	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	43
09/02/23 21:21:41	JSOCFS2023096859	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	43
09/03/23 20:31:18	JSOCFS2023096886	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	43
09/12/23 20:21:10	JSOCFS2023097156	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	43
09/05/23 02:26:51	JSOCFS2023096909	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	43
09/01/23 20:57:13	JSOCFS2023096816	DIRECTED PATROL : Directed Patrol	NORTH CITY PARK, LAKEFIELD	43
09/03/23 08:12:18	JSOCFS2023096869	DIRECTED PATROL : Directed Patrol	202 S GRIFFIN ST, LAKEFIELD, MN 56150	45
09/04/23 07:51:02	JSOCFS2023096890	DIRECTED PATROL : Directed Patrol	100 MILL RD WEST, LAKEFIELD, MN 56150	45
09/03/23 07:37:56	JSOCFS2023096865	DIRECTED PATROL : Directed Patrol	309 3RD AVE WEST, LAKEFIELD, MN 56150	45
09/03/23 07:40:48	JSOCFS2023096866	DIRECTED PATROL : Directed Patrol	313 3RD AVE WEST, LAKEFIELD, MN 56150	45
09/03/23 07:47:51	JSOCFS2023096867	DIRECTED PATROL : Directed Patrol	202 CHICAGO ST, LAKEFIELD, MN 56150	45
09/03/23 08:00:35	JSOCFS2023096868	DIRECTED PATROL : Directed Patrol	319 WEST MENAGE AVE, LAKEFIELD, MN 56150	45

DIRECTED PATROL : Directed Patrol Total: 20

09/03/23 21:12:14	JSOCFS2023096888	DOG AT LARG : Dog at Large	Intersection of HWY 86 and MILL RD, LAKEFIELD, MN 56150	43
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DOG AT LARG : Dog at Large Total: 1

09/08/23 17:07:28	JSOCFS2023097030	FOLLOW-UP : Follow-up/Report	CHERRY ST, LAKEFIELD, MN 56150	42
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CFS Date/Time	CFS #	Code : Description	Address	Primary
09/10/23 17:28:35	JSOCFS2023097084	FOLLOW-UP : Follow-up/Report	604 3RD AVE N, LAKEFIELD, MN 56150	42
09/10/23 16:41:55	JSOCFS2023097082	FOLLOW-UP : Follow-up/Report	83 MAIN ST, WILDER, MN 56101	42

FOLLOW-UP : Follow-up/Report Total: 3

09/08/23 09:35:39	JSOCFS2023097019	INFORMATION : INFORMATION	111 MILWAUKEE ST, LAKEFIELD, MN 56150	40
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INFORMATION : INFORMATION Total: 1

09/08/23 22:36:11	JSOCFS2023097038	JUV REL : Juvenile Related	301 MAIN ST, LAKEFIELD, MN 56150	42
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JUV REL : Juvenile Related Total: 1

09/13/23 15:43:17	JSOCFS2023097176	ORDINANCE VIOLATION : Ordinance Violation	105 Main Street, LAKEFIELD, MN 56150	40
09/06/23 17:50:57	JSOCFS2023096962	ORDINANCE VIOLATION : Ordinance Violation	509 N GRIFFIN ST, LAKEFIELD, MN 56150	42
09/06/23 16:17:42	JSOCFS2023096960	ORDINANCE VIOLATION : Ordinance Violation	304 3RD AVE W, LAKEFIELD, MN 56150	42

ORDINANCE VIOLATION : Ordinance Violation Total: 3

09/01/23 09:03:56	JSOCFS2023096796	PROP-FOUND : Found Property	400 7TH AVE NORTH, LAKEFIELD, MN 56150	40
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PROP-FOUND : Found Property Total: 1

09/11/23 11:59:37	JSOCFS2023097109	Public Assist : Public Assist	310 BROADWAY AVE, LAKEFIELD, MN 56150	40
09/11/23 09:56:31	JSOCFS2023097103	Public Assist : Public Assist	45504 830TH ST, LAKEFIELD, MN 56150	40
09/07/23 10:33:00	JSOCFS2023096983	Public Assist : Public Assist	301 Main Street, LAKEFIELD, MN 56150	40

Public Assist : Public Assist Total: 3

09/07/23 17:16:56	JSOCFS2023096994	SUSP - ACTIVITY : Suspicious Activity	200 5TH AVE NORTH, LAKEFIELD, MN 56150	40
09/05/23 02:34:27	JSOCFS2023096910	SUSP - ACTIVITY : Suspicious Activity	409 BROADWAY AVE, LAKEFIELD, MN 56150	42

SUSP - ACTIVITY : Suspicious Activity Total: 2

09/07/23 21:49:52	JSOCFS2023097005	SUSP-PERSON : Suspicious Person	MILL RD EAST, LAKEFIELD	42
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SUSP-PERSON : Suspicious Person Total: 1

CFS Date/Time	CFS #	Code : Description	Address	Primary
09/11/23 14:20:18	JSOCFS2023097115	SUSP-VEH : Suspicious Vehicle	610 BUSH ST, LAKEFIELD, MN 56150	40

SUSP-VEH : Suspicious Vehicle Total: 1

09/01/23 15:14:58	JSOCFS2023096802	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and I-90, LAKEFIELD, MN 56150	40
09/07/23 07:38:30	JSOCFS2023096977	TRAFFIC STOP : Traffic Stop	E MILL RD BY COUNTY SHOP	40
09/04/23 12:29:25	JSOCFS2023096898	TRAFFIC STOP : Traffic Stop	Intersection of 9TH AVE S and INDUSTRIAL ROAD, LAKEFIELD	45
09/04/23 12:05:29	JSOCFS2023096897	TRAFFIC STOP : Traffic Stop	Intersection of 9TH AVE and HWY 86, LAKEFIELD	45
09/04/23 11:02:57	JSOCFS2023096894	TRAFFIC STOP : Traffic Stop	Intersection of 8TH AVE SOUTH and HWY 86, LAKEFIELD	45
09/04/23 10:01:17	JSOCFS2023096893	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and INDUSTRIAL ROAD, LAKEFIELD	45
09/03/23 16:40:29	JSOCFS2023096883	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and INDUSTRIAL ROAD, LAKEFIELD	45
09/03/23 10:24:52	JSOCFS2023096874	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and 3RD AVE NORTH, LAKEFIELD	45
09/03/23 09:55:38	JSOCFS2023096873	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and INDUSTRIAL ROAD, LAKEFIELD	45
09/03/23 09:17:19	JSOCFS2023096871	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and HI LO CLUB, LAKEFIELD	45
09/02/23 15:38:36	JSOCFS2023096844	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and 8TH AVE SOUTH, LAKEFIELD	45
09/02/23 15:13:26	JSOCFS2023096842	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and 8TH AVE SOUTH, LAKEFIELD	45
09/02/23 14:56:58	JSOCFS2023096841	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and 8TH AVE SOUTH, LAKEFIELD	45
09/04/23 12:51:53	JSOCFS2023096899	TRAFFIC STOP : Traffic Stop	Intersection of INDUSTRIAL ROAD and HWY 86, LAKEFIELD	45
09/04/23 15:20:36	JSOCFS2023096903	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and 1ST AVE S, LAKEFIELD	45
09/04/23 15:48:55	JSOCFS2023096904	TRAFFIC STOP : Traffic Stop	Intersection of 3RD AVE and HWY 86, LAKEFIELD, MN 56150	45
09/02/23 11:59:27	JSOCFS2023096837	TRAFFIC STOP : Traffic Stop	Intersection of 7TH AVE and HWY 86, LAKEFIELD, MN 56150	45

CFS Date/Time	CFS #	Code : Description	Address	Primary
09/02/23 11:04:05	JSOCFS2023096835	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and 8TH AVE SOUTH, LAKEFIELD, MN 56150	45
09/02/23 10:43:20	JSOCFS2023096834	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and INDUSTRIAL ROAD, LAKEFIELD	45
09/02/23 10:12:57	JSOCFS2023096833	TRAFFIC STOP : Traffic Stop	Intersection of HWY 86 and 8TH AVE SOUTH, LAKEFIELD	45

TRAFFIC STOP : Traffic Stop Total: 20

09/05/23 01:51:50	JSOCFS2023096908	TRANSIENT : Transient	NORTH CITY PARK, LAKEFIELD	43
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TRANSIENT : Transient Total: 1

Total Records: 70

City of Lakefield
Truth in Taxation for the Payable Year 2024

	2023 Levy	Proposed 2024 Levy	Increase (Decrease) from 2023	Percent Change from 2023	Fund #
General Levy	\$ 314,270	\$ 328,516	14,246	4.53%	101
Capital Improvement	136,500	190,500	54,000	39.56%	401
Fire Department Equipment	16,000	16,000	-	0%	221
EDA Levy	20,000	20,000	-	0%	251
Tax Abatements			-		
Lewis Drug Lakefield	3,000	3,000	-	0%	101
Voss Annexation	3,000	3,000	-	0%	101
Sanford Clinic Lakefield	3,200	3,200	-	0%	101
Total	9,200	9,200	-		
Debt Levy					
2015A GO Bonds	130,000	140,000	10,000	7.69%	383
2016A GO Bonds	68,196	68,196	-	0%	381
2014A GO Bonds			-	0%	355
2018A GO Bonds	80,318	83,292	2,975	3.70%	371
2021A GO Bonds	48,000	49,000	1,000	2.08%	361
Total	326,514	340,489	13,975	4.28%	
 Total	 \$ 822,484	 \$ 904,704	 \$ 82,220	 10.00%	
 Tax Capacity	 \$ 971,528	 \$ 971,528	 \$ -	 0.00%	
 City Tax Rate	 84.66%	 93.12%	 8.46%		

Resolution 23-27

Resolution of Tax Levy
for Taxes Collectible in 2024

BE IT HEREBY RESOLVED by the City Council of the City of Lakefield in Jackson County, Minnesota, duly convened in regular session this 18th day of September 2023, that the following amounts be, and the same hereby are, offered as the preliminary levy of taxes for the City of Lakefield for the fiscal year 2024 to wit:

	Preliminary Tax Levy
General Fund	\$328,516
Capital Improvement	\$190,500
Fire Department Equipment	\$ 16,000
Lakefield EDA	\$ 20,000
2015A GO Bonds	\$140,000
2016A GO Bonds	\$ 68,196
2018A GO Bonds	\$ 83,292
2021A GO Bonds	\$ 49,000
Tax Abatements	
Lewis Drug Lakefield	\$ 3,000
Voss Annexation	\$ 3,000
Sanford Clinic Lakefield (Andy Welp)	<u>\$ 3,200</u>
Total Certified Levy	<u>\$904,704</u>

The amount of the employer contribution for PERA in tax-supported funds is included in the above levy.

BE IT FURTHER RESOLVED, Which the Finance Manager will certify said preliminary tax levy to the County Auditor of Jackson County.

BE IT FURTHER RESOLVED, That the meeting to discuss, allow citizen input and possibly adopt the final budget will be held at 7:00 p.m. on **Monday, December 4, 2023**, with a final hearing, if necessary, on **Monday, December 18, 2023**, at the same time in City Hall, 301 Main Street, Lakefield. Comments may be received at 507-662-5457 or mailed to City Hall, PO Box 900, Lakefield, MN 56150.

Adopted this 18th day of September 2023

ATTEST:

Stacy Anderson, Clerk

Stephen Condon, Mayor

M/_____

S. Condon-

N. Hall-

B. Pavelko-

H. Reasoner-

S/_____

A. Monson-

Recommendation from the Recreation Board

The City of Lakefield has the opportunity to complete a \$10,000 project, through funding from the Southwest Initiative Foundation, and administered by the Minnesota River Area Agency on Aging. The purpose of the grant is to enhance our community to become more age friendly. The recreation board will oversee the survey process by sending and overseeing the surveys which are coordinated with MNRAAA. Please consider accepting the \$10,000 grant funding from the Southwest Initiative Foundation.

Thank you, Recreational Board!

RESOLUTION NO. 23-28
A RESOLUTION ACCEPTING A DONATION/GRANT TO THE CITY.

WHEREAS, the City of Lakefield is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Southwest Initiative Foundation, and administered by the Minnesota River Area Agency on Aging	\$10,000

WHEREAS, the terms or conditions of the donations, if any, are as follows:

The donation/grant is intended to enhance the community of Lakefield to become more age friendly.

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKEFIELD, MINNESOTA AS FOLLOWS:

1. The donations described above are graciously accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The donation will be used according to the terms and conditions defined above.

Passed by the City Council of Lakefield, Minnesota this 18th day of September, 2023.

Stephen A. Condon, Mayor

Stacy J. Anderson, City Clerk

H. Hussong-Reasoner

A. Monson

B. Pavelko

N. Hall

S. Condon

Date of Issuance: September 18, 2023	Effective Date: September 18, 2023
Owner: City of Lakefield	Owner's Contract No.:
Contractor: R & R Excavating, Inc.	Contractor's Project No.:
Engineer: Short Elliott Hendrickson, Inc.	Engineer's Project No.: LAKEF 147755
Project: Lakefield Infrastructure Improvement Project	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description:



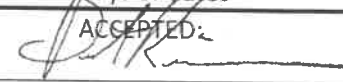
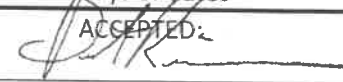
Item 1: Alley – 10" Sanitary Sewer Spot Repair for CIPP Lining – The capability of CIPP Lining the existing 10" sanitary sewer located in the alley between Broadway and Second Avenue N was initially determined to be feasible after review of televising that was conducted in 2017. Sometime over the past five years an issue with the existing pipe has risen. During the pre-televising operations the crew observed that a section of clay pipe has collapsed creating a larger void located above the pipe. This situation has created a scenario that cannot be CIPP Lined correctly, thus a spot repair of the existing pipe must be completed in an area that was not originally intended to be excavated due to the proximity of multiple utilities.

Item 2: Mill Road – 10" Sanitary Sewer Spot Repair for CIPP Lining – The capability of CIPP Lining the existing 10" sanitary sewer located along Mill Road between MH 417 and MH 51 was initially determined to be feasible after review of televising that was conducted in 2017. Sometime over the past five years an issue with the existing pipe has risen. During the pre-televising operations the crew observed that a section of clay pipe has been severely damaged due to prior excavation to install a sanitary sewer service (by others). Also encountered near the service was a section of cast iron pipe that has signs of significant corrosion since the initial televising in 2017. This situation has created a scenario that cannot be CIPP Lined correctly, thus a spot repair of the existing pipe must be completed in an area that was not originally intended to be excavated due to the proximity of multiple utilities, the proximity of Mill Road, and depth of cover over the existing pipe.

Item 3: Quantity Reconciliation – Adjustment of all bid item quantities to match the actual installed quantities. This will show the contract at 100% completion and includes notes on why final quantities were adjusted from the initial estimate.

Attachments: Attachment A, Narrative, Letters/Emails from Contractor.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>11,449,208.72</u>	Original Contract Times: Substantial Completion: <u>PH 4 – 12/02/2022</u> Ready for Final Payment: <u>07/31/2023</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : \$ <u>82,016.21</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : Substantial Completion: <u>PH 4 – 0 Days</u> Ready for Final Payment: <u>0 Days</u> days
Contract Price prior to this Change Order: \$ <u>11,531,224.93</u>	Contract Times prior to this Change Order: Substantial Completion: <u>PH 4 – 12/02/2022</u> Ready for Final Payment: <u>07/31/2023</u> days or dates
[Increase] [Decrease] of this Change Order: \$ <u>699,088.86</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>No Change</u> Ready for Final Payment: <u>No Change</u> days or dates
Contract Price incorporating this Change Order: \$ <u>10,832,136.07</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>No Change</u> Ready for Final Payment: <u>No Change</u> days or dates

RECOMMENDED:		ACCEPTED:	
By: <u></u>	By: <u></u>	By: <u></u>	By: <u></u>
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)	Contractor (Authorized Signature)
Title: <u>Project Manager</u>	Title: _____	Title: <u>President</u>	Title: _____
Date: <u>September 18, 2023</u>	Date: _____	Date: <u>9-15-2023</u>	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____

**Attachment A: Quantity Reconciliation & Sanitary Sewer Work
Lakefield Infrastructure Improvement Project**

Change Order No. 3 FINAL

Item			Contract Information				Estimated Quantity Installed	Adjusted Quantity (Final Quantity)	Change Order No. 3		
Line No.	Bid Item No.	Description	Item Quantity (Bid)	Units	Unit Price (Bid)	Total Value of Item (\$)			Quantity Adjustment (From Bid)	Cost Adjustment	Reason for Adjustment
PART A											
Street, Curb and Gutter, Drainage Pipe, Driveways											
1	2021.501	Mobilization	1.00	LUMP SUM	\$ 615,926.09	\$ 615,926.09	1.00	1.00	0.00	\$ -	
2	2101.524	Clearing	44.00	TREE	\$ 400.00	\$ 17,600.00	50.00	50.00	6.00	\$ 2,400.00	Additional trees identified for removal in project area.
3	2101.524	Grubbing	44.00	TREE	\$ 100.00	\$ 4,400.00	44.00	44.00	0.00	\$ -	
4	2104.502	Salvage Sign	50.00	EACH	\$ 60.00	\$ 3,000.00	64.00	64.00	14.00	\$ 840.00	Initial quantity under-estimated.
5	2104.503	Sawing Concrete Pavement (Full Depth)	495.00	LIN FT	\$ 4.60	\$ 2,277.00	1,651.00	1,651.00	1,156.00	\$ 5,317.60	Initial quantity under-estimated.
6	2104.503	Sawing Bituminous Pavement (Full Depth)	4,363.00	LIN FT	\$ 1.75	\$ 7,635.25	3,699.00	3,699.00	(664.00)	\$ (1,162.00)	Less quantity used than estimated.
7	2104.503	Remove Concrete Curb and Gutter	14,710.00	LIN FT	\$ 3.66	\$ 53,838.60	14,710.00	14,710.00	0.00	\$ -	
8	2104.504	Remove Concrete Driveway Pavement	2,148.00	SQ YD	\$ 8.36	\$ 17,957.28	1,404.71	1,404.71	(743.29)	\$ (6,213.90)	Less quantity used than estimated.
9	2104.504	Remove Bituminous Driveway Pavement	1,150.00	SQ YD	\$ 5.53	\$ 6,359.50	884.74	884.74	(265.26)	\$ (1,466.89)	Less quantity used than estimated.
10	2104.504	Remove Bituminous Pavement (P)	37,426.00	SQ YD	\$ 4.91	\$ 183,761.66	37,426.00	37,426.00	0.00	\$ -	
11	2104.518	Remove Concrete Walk	25,968.00	SQ FT	\$ 0.92	\$ 23,890.56	32,802.00	32,802.00	6,834.00	\$ 6,287.28	Initial quantity under-estimated.
12	2105.504	Geotextile Fabric, Type 5	44,000.00	SQ YD	\$ 2.59	\$ 113,960.00	39,463.00	39,463.00	(4,537.00)	\$ (11,750.83)	Less quantity used than estimated.
13	2105.604	Geogrid	4,400.00	SQ YD	\$ 3.11	\$ 13,684.00	0.00	0.00	(4,400.00)	\$ (13,684.00)	Not needed during construction.
14	2106.507	Excavation-Common (EV) (P)	28,995.00	CU YD	\$ 20.27	\$ 587,728.65	28,995.00	28,995.00	0.00	\$ -	
15	2106.507	Excavation-Subgrade (EV)	1,500.00	CU YD	\$ 0.04	\$ 60.00	119.00	119.00	(1,381.00)	\$ (55.24)	Only a small quantity was needed for soil correction.
16	2106.507	Select Granular Embankment (CV) (P)	15,925.00	CU YD	\$ 22.57	\$ 359,427.25	15,925.00	15,925.00	0.00	\$ -	
17	2106.507	Common Embankment (CV) (P)	1,000.00	CU YD	\$ 4.38	\$ 4,380.00	0.00	0.00	(1,000.00)	\$ (4,380.00)	Less quantity used than estimated.
18	2112.519	Subgrade Preparation	120.00	ROAD STA	\$ 584.20	\$ 70,104.00	120.00	120.00	0.00	\$ -	
19	2118.509	Aggregate Surfacing, Class 5 (Temporary)	300.00	TON	\$ 24.72	\$ 7,416.00	0.00	0.00	(300.00)	\$ (7,416.00)	Not needed during construction.
20	2118.509	Aggregate Surfacing, Class 5 (Driveways, 100% Crushed Limestone)	4,472.00	TON	\$ 27.68	\$ 123,784.96	2,721.20	2,721.20	(1,750.80)	\$ (48,462.14)	Less quantity used than estimated.
21	2123.510	Investigative Exploration	20.00	HOURL	\$ 373.01	\$ 7,460.20	22.75	22.75	2.75	\$ 1,025.78	Initial quantity under-estimated.
22	2123.610	Street Sweeper (With Pickup Broom)	50.00	HOURL	\$ 383.56	\$ 19,178.00	27.00	27.00	(23.00)	\$ (8,821.88)	Less quantity used than estimated.
23	2130.523	Water	100.00	M GALLO	\$ 1.50	\$ 150.00	16.00	16.00	(84.00)	\$ (126.00)	Less quantity used than estimated.
24	2211.507	Aggregate Base, Class 5 (CV) (P)	10,060.00	CU YD	\$ 31.50	\$ 316,890.00	10,060.00	10,060.00	0.00	\$ -	
25	2232.504	Mill Bituminous Surface	6,371.00	SQ YD	\$ 1.03	\$ 6,562.13	1,647.00	1,647.00	(4,724.00)	\$ (4,865.72)	Less quantity used than estimated.
26	2301.602	Drill & Grout Reinforcement Bar	546.00	EACH	\$ 22.00	\$ 12,012.00	546.00	546.00	0.00	\$ -	
27	2357.506	Bituminous Material For Tack Coat (CSS-1H)	1,960.00	GALLO N	\$ 2.00	\$ 3,920.00	2,275.00	2,275.00	315.00	\$ 630.00	Initial quantity under-estimated.
28	2360.504	Type SP 12.5 Wearing Course Mix (2,B) (SPWEB240B) 3" Thick w/6" Aggregate Base (Residential Driveways)	144.00	SQ YD	\$ 56.12	\$ 8,081.28	507.59	507.59	363.59	\$ 20,404.67	Initial quantity under-estimated. Alley pavement was not included in the initial estimate.
29	2360.509	Type SP 9.5 Wearing Course Mix (2,B) (SPWEA240B)	3,841.00	TON	\$ 92.50	\$ 355,292.50	4,141.08	4,141.08	300.08	\$ 27,757.40	Initial quantity under-estimated.

**Attachment A: Quantity Reconciliation & Sanitary Sewer Work
Lakefield Infrastructure Improvement Project**

Change Order No. 3 FINAL

Item		Contract Information					Estimated Quantity Installed	Adjusted Quantity (Final Quantity)	Change Order No. 3		
Line No.	Bid Item No.	Description	Item Quantity (Bid)	Units	Unit Price (Bid)	Total Value of Item (\$)			Quantity Adjustment (From Bid)	Cost Adjustment	Reason for Adjustment
30	2360.509	Type SP 12.5 Non-wearing Course Mix (2,B) (SPNWB230B)	5,508.00	TON	\$ 89.50	\$ 492,966.00	5,164.13	5,164.13	(343.87)	\$ (30,776.37)	Less quantity used than estimated.
31	2502.503	6" Perf PVC Pipe Drain	15,950.00	LIN FT	\$ 8.22	\$ 131,109.00	14,947.00	14,947.00	(1,003.00)	\$ (8,244.66)	Less quantity used than estimated.
32	2502.602	6" Pipe Drain Cleanout	54.00	EACH	\$ 270.24	\$ 14,592.96	49.00	49.00	(5.00)	\$ (1,351.20)	Less quantity used than estimated.
33	2502.602	Sump Pump Service Connection (Total Unit)	168.00	EACH	\$ 634.61	\$ 106,614.48	120.00	120.00	(48.00)	\$ (30,461.28)	Only a small quantity was needed for existing connections.
34	2506.602	Casting Assembly Special	27.00	EACH	\$ 231.49	\$ 6,250.23	21.00	21.00	(6.00)	\$ (1,388.94)	Less quantity used than estimated.
35	2521.518	4" Concrete Walk w/4" Aggregate Base	30,620.00	SQ FT	\$ 6.97	\$ 213,421.40	27,432.59	27,432.59	(3,187.41)	\$ (22,216.25)	Less quantity used than estimated. Removed a section of sidewalk replacement along 3rd Avenue.
36	2521.518	4" Colored Concrete Walk w/4" Aggregate Base	1,585.00	SQ FT	\$ 13.13	\$ 20,811.05	1,929.00	1,929.00	344.00	\$ 4,516.72	Initial quantity under-estimated.
37	2521.518	6" Concrete Walk (Pedestrian Ramp)	3,932.00	SQ FT	\$ 14.76	\$ 58,036.32	6,171.50	6,171.50	2,239.50	\$ 33,055.02	Initial quantity under-estimated.
38	2531.503	Concrete Curb & Gutter, Design B618	15,020.00	LIN FT	\$ 19.40	\$ 291,388.00	15,428.50	15,428.50	408.50	\$ 7,924.90	Initial quantity under-estimated.
39	2531.504	7" Concrete Driveway Pavement	2,792.00	SQ YD	\$ 72.25	\$ 201,722.00	2,677.80	2,677.80	(114.20)	\$ (8,250.95)	Less quantity used than estimated.
40	2531.504	8" Concrete Driveway Pavement	421.00	SQ YD	\$ 76.80	\$ 32,332.80	389.97	389.97	(31.03)	\$ (2,383.10)	Less quantity used than estimated.
41	2531.604	6" Concrete Valley Gutter	40.00	SQ YD	\$ 75.00	\$ 3,000.00	78.80	78.80	38.80	\$ 2,910.00	Initial quantity under-estimated.
42	2531.618	Truncated Domes	510.00	SQ FT	\$ 60.00	\$ 30,600.00	441.00	441.00	(69.00)	\$ (4,140.00)	Less quantity used than estimated. Removed a section of sidewalk replacement along 3rd Avenue.
43	2540.602	Mailbox Support	12.00	EACH	\$ 150.00	\$ 1,800.00	12.00	12.00	0.00	\$ -	
44	2540.602	Relocate Mailbox Support	12.00	EACH	\$ 100.00	\$ 1,200.00	17.00	17.00	5.00	\$ 500.00	Initial quantity under-estimated.
45	2563.601	Traffic Control	1.00	LUMP SUM	\$ 38,000.00	\$ 38,000.00	1.00	1.00	0.00	\$ -	
46	2564.602	Install Sign	50.00	EACH	\$ 405.00	\$ 20,250.00	70.00	70.00	20.00	\$ 8,100.00	Initial quantity under-estimated.
47	2572.510	Prune Trees	10.00	HOUR	\$ 300.00	\$ 3,000.00	10.00	10.00	0.00	\$ -	
48	2572.601	Landscape Restoration	1.00	LUMP SUM	\$ 500.00	\$ 500.00	1.00	1.00	0.00	\$ -	
49	2573.501	Stabilized Construction Exit	1.00	LUMP SUM	\$ 11,694.17	\$ 11,694.17	0.00	0.00	(1.00)	\$ (11,694.17)	Contractor did not construct during project.
50	2573.503	Silt Fence, Type MS	1,800.00	LIN FT	\$ 2.00	\$ 3,600.00	0.00	0.00	(1,800.00)	\$ (3,600.00)	Contractor did not install.
51	2573.503	Sediment Control Log Type Wood Chip	2,000.00	LIN FT	\$ 2.90	\$ 5,800.00	0.00	0.00	(2,000.00)	\$ (5,800.00)	Contractor did not install.
52	2574.507	Common Topsoil Borrow	14,822.00	CU YD	\$ 0.01	\$ 148.22	680.00	680.00	(14,142.00)	\$ (141.42)	Less quantity used than estimated.
53	2575.504	Over-Seeding	11,984.50	SQ YD	\$ 0.89	\$ 10,666.21	14,540.00	14,540.00	2,555.50	\$ 2,274.40	Initial quantity under-estimated.
54	2575.504	Weed Spraying	11,984.50	SQ YD	\$ 0.10	\$ 1,198.45	0.00	0.00	(11,984.50)	\$ (1,198.45)	Contractor did not complete.
55	2575.604	Turf Establishment #1	23,969.00	SQ YD	\$ 0.89	\$ 21,332.41	29,369.00	29,369.00	5,400.00	\$ 4,806.00	Initial quantity under-estimated.
56	2582.602	Pavement Message-Paint	2.00	EACH	\$ 120.00	\$ 240.00	2.00	2.00	0.00	\$ -	
57	2582.503	4" Solid Line White-Paint	805.00	LIN FT	\$ 1.50	\$ 1,207.50	780.00	780.00	(25.00)	\$ (37.50)	Less quantity used than estimated.
58	2582.503	4" Double Solid Line Yellow-Paint	929.00	LIN FT	\$ 1.60	\$ 1,486.40	334.00	334.00	(595.00)	\$ (952.00)	Less quantity used than estimated.
59	2582.618	Crosswalk Marking-Paint	390.00	SQ FT	\$ 4.20	\$ 1,638.00	396.00	396.00	6.00	\$ 25.20	Initial quantity under-estimated.
		Street, Curb and Gutter, Drainage Pipe, Driveways Subtotal				\$ 4,673,342.51				\$ (112,265.93)	Total Change to Street, Curb & Gutter, Drainage Pipe, Driveways - Part A

**Attachment A: Quantity Reconciliation & Sanitary Sewer Work
Lakefield Infrastructure Improvement Project**

Change Order No. 3 FINAL

Item		Contract Information				Estimated Quantity Installed	Adjusted Quantity (Final Quantity)	Change Order No. 3			
Line No.	Bid Item No.	Description	Item Quantity (Bid)	Units	Unit Price (Bid)			Total Value of Item (\$)	Quantity Adjustment (From Bid)	Cost Adjustment	Reason for Adjustment
Storm Sewer											
60	2104.502	Remove Drainage Structure	56.00	EACH	\$ 320.01	\$ 17,920.56	44.00	44.00	(12.00)	\$ (3,840.12)	Less quantity used than estimated.
61	2104.503	Remove Pipe Sewer (Storm)	2,315.00	LIN FT	\$ 10.91	\$ 25,256.65	2,315.00	2,315.00	0.00	\$ -	
62	2451.507	Fine Aggregate Bedding	250.00	CU YD	\$ 9.05	\$ 2,262.50	44.20	44.20	(205.80)	\$ (1,862.49)	Less quantity used than estimated.
63	2451.603	Improved Pipe Foundation	500.00	LIN FT	\$ 1.64	\$ 820.00	0.00	0.00	(500.00)	\$ (820.00)	Contractor did not need to install.
64	2501.502	18" Pipe Apron	2.00	EACH	\$ 1,755.52	\$ 3,511.04	0.00	0.00	(2.00)	\$ (3,511.04)	Contractor did not need to install. Utilized existing pipe aprons.
65	2501.502	24" Pipe Apron	1.00	EACH	\$ 1,909.61	\$ 1,909.61	1.00	1.00	0.00	\$ -	
66	2503.503	12" Storm Pipe Sewer	2,126.00	LIN FT	\$ 76.34	\$ 162,298.84	2,088.00	2,088.00	(38.00)	\$ (2,900.92)	Less quantity used than estimated.
67	2503.503	15" Storm Pipe Sewer	824.00	LIN FT	\$ 82.39	\$ 67,889.36	831.00	831.00	7.00	\$ 576.73	Initial quantity under-estimated.
68	2503.503	18" Storm Pipe Sewer	457.00	LIN FT	\$ 86.76	\$ 39,649.32	399.00	399.00	(58.00)	\$ (5,032.08)	Less quantity used than estimated.
69	2503.503	24" Storm Pipe Sewer	600.00	LIN FT	\$ 117.54	\$ 70,524.00	584.00	584.00	(16.00)	\$ (1,880.64)	Less quantity used than estimated.
70	2503.602	Connect to Existing Storm Sewer	24.00	EACH	\$ 983.79	\$ 23,610.96	29.00	29.00	5.00	\$ 4,918.95	Additional storm sewer pipes identified during construction.
71	2506.502	Casting Assembly (Storm)	79.00	EACH	\$ 828.60	\$ 65,459.40	69.00	69.00	(10.00)	\$ (8,286.00)	Less quantity used than estimated.
72	2506.503	Construct Drainage Structure Design 48-4020	65.00	LIN FT	\$ 2,095.76	\$ 136,224.40	63.72	63.72	(1.28)	\$ (2,682.57)	Less quantity used than estimated.
73	2506.503	Construct Drainage Structure Design 54-4020	17.00	LIN FT	\$ 581.07	\$ 9,878.19	16.48	16.48	(0.52)	\$ (302.16)	Less quantity used than estimated.
74	2506.503	Construct Drainage Structure Design 60-4020	21.00	LIN FT	\$ 732.38	\$ 15,379.98	21.58	21.58	0.58	\$ 424.78	Initial quantity under-estimated.
75	2506.503	Construct Drainage Structure Design Special (Type 477)	292.00	LIN FT	\$ 468.53	\$ 136,810.76	297.25	297.25	5.25	\$ 2,459.78	Initial quantity under-estimated.
76	2511.507	Random Riprap Class III	30.00	CU YD	\$ 88.58	\$ 2,657.40	8.50	8.50	(21.50)	\$ (1,904.47)	Less quantity used than estimated.
77	2573.502	Storm Drain Inlet Protection	137.00	EACH	\$ 100.00	\$ 13,700.00	78.00	78.00	(59.00)	\$ (5,900.00)	Less quantity used than estimated.
		Storm Sewer Subtotal				\$ 795,762.97				\$ (30,542.25)	Total Change to Storm Sewer - Part A
Sanitary Sewer											
78	2104.502	Remove Manhole (Sanitary)	46.00	EACH	\$ 460.74	\$ 21,194.04	43.00	43.00	(3.00)	\$ (1,382.22)	Initial quantity under-estimated.
79	2104.503	Remove Pipe (Sanitary)	10,021.00	LIN FT	\$ 0.04	\$ 400.84	12,043.00	12,043.00	2,022.00	\$ 80.88	Less quantity used than estimated.
80	2451.609	Crushed Rock (Pipe Foundation) MnDOT 3149.2H	100.00	TON	\$ 29.31	\$ 2,931.00	0.00	0.00	(100.00)	\$ (2,931.00)	Initial quantity under-estimated.
81	2502.602	Connect to Existing Sanitary Sewer	42.00	EACH	\$ 849.27	\$ 35,669.34	46.00	46.00	4.00	\$ 3,397.08	Additional connections found during construction.
82	2503.601	Sanitary Sewer Bypass	1.00	LUMP SUM	\$ 8,808.73	\$ 8,808.73	1.00	1.00	0.00	\$ -	
83	2503.602	Bulkhead Pipe Sewer (Sanitary)	8.00	EACH	\$ 186.51	\$ 1,492.08	15.00	15.00	7.00	\$ 1,305.57	Initial quantity under-estimated.
84	2503.602	8" x 4" Wye	158.00	EACH	\$ 1,751.86	\$ 276,793.88	150.00	150.00	(8.00)	\$ (14,014.88)	Removed services from project that were not active.
85	2503.602	10" x 4" Wye	16.00	EACH	\$ 1,951.18	\$ 31,218.88	19.00	19.00	3.00	\$ 5,853.54	Additional service locations identified during construction.
86	2503.602	12" x 4" Wye	20.00	EACH	\$ 2,040.93	\$ 40,818.60	20.00	20.00	0.00	\$ -	
87	2503.602	Tracer Wire Pedestal	3.00	EACH	\$ 497.35	\$ 1,492.05	0.00	0.00	(3.00)	\$ (1,492.05)	Contractor did not need to install.

**Attachment A: Quantity Reconciliation & Sanitary Sewer Work
Lakefield Infrastructure Improvement Project**

Change Order No. 3 FINAL

Item			Contract Information				Estimated Quantity Installed	Adjusted Quantity (Final Quantity)	Change Order No. 3		
Line No.	Bid Item No.	Description	Item Quantity (Bid)	Units	Unit Price (Bid)	Total Value of Item (\$)			Quantity Adjustment (From Bid)	Cost Adjustment	Reason for Adjustment
88	2503.602	Video Inspection Sewer Services (Preliminary)	194.00	EACH	\$ 200.00	\$ 38,800.00	129.00	129.00	(65.00)	\$ (13,000.00)	Contractor did not complete all the inspections during the project.
89	2503.603	4" Sanitary Sewer Service Pipe (Inside ROW)	5,642.00	LIN FT	\$ 9.07	\$ 51,172.94	5,266.00	5,266.00	(376.00)	\$ (3,410.32)	Less quantity used than estimated.
90	2503.603	4" Sanitary Sewer Service Pipe (Outside ROW)	4,953.00	LIN FT	\$ 18.37	\$ 90,986.61	3,828.00	3,828.00	(1,125.00)	\$ (20,666.25)	Less quantity used than estimated. Some services were identified as PVC beyond the ROW.
91	2503.603	4" Sanitary Sewer Service Pipe (CIPP)	1,320.00	LIN FT	\$ 116.17	\$ 153,344.40	407.75	862.75	(457.25)	\$ (53,118.73)	Less quantity used than estimated. Some services were identified as PVC beyond the ROW.
92	2503.603	8" Sanitary Sewer (Regardless of Depth)	9,349.00	LIN FT	\$ 67.59	\$ 631,898.91	9,105.00	9,105.00	(244.00)	\$ (16,491.96)	Less quantity used than estimated.
93	2503.603	8" Sanitary Sewer CIPP	121.00	LIN FT	\$ 150.00	\$ 18,150.00	126.00	126.00	5.00	\$ 750.00	Initial quantity under-estimated.
94	2503.603	10" Sanitary Sewer (Regardless of Depth)	1,876.00	LIN FT	\$ 73.66	\$ 138,186.16	1,913.00	1,913.00	37.00	\$ 2,725.42	Initial quantity under-estimated.
95	2503.603	12" Sanitary Sewer (Regardless of Depth)	2,099.00	LIN FT	\$ 79.75	\$ 167,395.25	2,139.50	2,139.50	40.50	\$ 3,229.88	Initial quantity under-estimated.
96	2503.603	10" Sanitary Sewer CIPP	840.00	LIN FT	\$ 150.00	\$ 126,000.00	402.00	854.00	14.00	\$ 2,100.00	Initial quantity under-estimated.
97	2503.603	10" Sanitary Sewer CIPP Patch (4' - Short Liner)	1.00	EACH	\$ 2,000.00	\$ 2,000.00	2.00	2.00	1.00	\$ 2,000.00	Additional patch area identified during construction.
98	2503.603	10" Sanitary Sewer CIPP Patch (8' - Short Liner)	1.00	EACH	\$ 4,000.00	\$ 4,000.00	1.00	1.00	0.00	\$ -	
99	2503.603	Construct Outside Drop	20.00	LIN FT	\$ 581.49	\$ 11,629.80	3.10	3.10	(16.90)	\$ (9,827.18)	Less quantity used than estimated. Field engineering was needed to avoid storm sewer conflicts.
100	2503.603	Plug, Fill, and Abandon Pipe Sewer	1,398.00	LIN FT	\$ 4.52	\$ 6,318.96	0.00	0.00	(1,398.00)	\$ (6,318.96)	Contractor did not complete. Paid under removal item.
101	2506.502	Casting Assembly (Sanitary with Concealed Pick Holes)	51.00	EACH	\$ 995.94	\$ 50,792.94	50.00	50.00	(1.00)	\$ (995.94)	Less quantity used than estimated.
102	2506.602	Construct Sanitary Sewer Cleanout	1.00	EACH	\$ 2,051.48	\$ 2,051.48	1.00	1.00	0.00	\$ -	
103	2506.602	4" Sanitary Service Cleanout	194.00	EACH	\$ 88.93	\$ 17,252.42	166.00	166.00	(28.00)	\$ (2,490.04)	Less quantity used than estimated.
104	2506.602	External Manhole Seal (Sanitary)	51.00	EACH	\$ 210.44	\$ 10,732.44	50.00	50.00	(1.00)	\$ (210.44)	Less quantity used than estimated.
105	2506.603	Construct Sanitary Manhole Design 4007	526.00	LIN FT	\$ 464.49	\$ 244,321.74	471.54	471.54	(54.46)	\$ (25,296.13)	Less quantity used than estimated.
		Sanitary Sewer Subtotal				\$ 2,185,853.49				\$ (150,203.73)	Total Change to Sanitary Sewer - Part A
Watermain											
106	2104.502	Remove Gate Valve	24.00	EACH	\$ 62.17	\$ 1,492.08	23.00	23.00	(1.00)	\$ (62.17)	Less quantity used than estimated.
107	2140.502	Salvage Hydrant	11.00	EACH	\$ 746.02	\$ 8,206.22	4.00	4.00	(7.00)	\$ (5,222.14)	Less quantity used than estimated.
108	2104.503	Remove Water Main	8,042.00	LIN FT	\$ 0.06	\$ 482.52	7,130.00	7,130.00	(912.00)	\$ (54.72)	Less quantity used than estimated.
109	2504.601	Temporary Water Service	1.00	LUMP SUM	\$ 55,054.68	\$ 55,054.68	1.00	1.00	0.00	\$ -	
110	2504.602	Connect to Existing Water Main	30.00	EACH	\$ 746.02	\$ 22,380.60	31.00	31.00	1.00	\$ 746.02	Initial quantity under-estimated.
111	2504.602	Hydrant System	15.00	EACH	\$ 7,863.21	\$ 117,948.15	16.00	16.00	1.00	\$ 7,863.21	Initial quantity under-estimated.
112	2504.602	6" Gate Valve and Box	28.00	EACH	\$ 2,642.90	\$ 74,001.20	20.00	20.00	(8.00)	\$ (21,143.20)	Less quantity used than estimated.
113	2504.602	8" Gate Valve and Box	21.00	EACH	\$ 3,133.86	\$ 65,811.06	37.00	37.00	16.00	\$ 50,141.76	Initial quantity under-estimated. Additional GV's were needed to control water shutoff segments.
114	2504.602	1" Corporation Stop w/Saddle	127.00	EACH	\$ 1,976.02	\$ 250,954.54	152.00	152.00	25.00	\$ 49,400.50	Initial quantity under-estimated.
115	2504.602	2" Corporation Stop w/Saddle	5.00	EACH	\$ 3,686.16	\$ 18,430.80	1.00	1.00	(4.00)	\$ (14,744.64)	Less quantity used than estimated.
116	2504.602	1" Curb Stop and Box	127.00	EACH	\$ 292.62	\$ 37,162.74	152.00	152.00	25.00	\$ 7,315.50	Initial quantity under-estimated. A segment of services was not included in the bid but was on the plan.

**Attachment A: Quantity Reconciliation & Sanitary Sewer Work
Lakefield Infrastructure Improvement Project**

Change Order No. 3 FINAL

Item			Contract Information				Estimated Quantity Installed	Adjusted Quantity (Final Quantity)	Change Order No. 3		
Line No.	Bid Item No.	Description	Item Quantity (Bid)	Units	Unit Price (Bid)	Total Value of Item (\$)			Quantity Adjustment (From Bid)	Cost Adjustment	Reason for Adjustment
117	2504.602	2" Curb Stop and Box	5.00	EACH	\$ 1,405.12	\$ 7,025.60	1.00	1.00	(4.00)	\$ (5,620.48)	Less quantity used than estimated.
118	2504.602	Lower Water Main	6.00	EACH	\$ 2,984.07	\$ 17,904.42	1.00	1.00	(5.00)	\$ (14,920.35)	Less quantity used than estimated.
119	2504.603	Hydrant Riser	2.00	LIN FT	\$ 1,542.78	\$ 3,085.56	0.50	0.50	(1.50)	\$ (2,314.17)	Less quantity used than estimated.
120	2504.603	1" Service Pipe w/Tracer Wire	4,187.00	LIN FT	\$ 9.65	\$ 40,404.55	5,778.00	5,778.00	1,591.00	\$ 15,353.15	Initial quantity under-estimated. A segment of services was not included in the bid but was on the plan.
121	2504.603	2" Service Pipe w/Tracer Wire	230.00	LIN FT	\$ 16.24	\$ 3,735.20	25.00	25.00	(205.00)	\$ (3,329.20)	Less quantity used than estimated.
122	2504.603	6" Water Main w/Tracer Wire (Hydrant, Main, Service)	564.00	LIN FT	\$ 68.32	\$ 38,532.48	730.00	730.00	166.00	\$ 11,341.12	Initial quantity under-estimated.
123	2504.603	8" Water Main w/Tracer Wire	7,781.00	LIN FT	\$ 53.53	\$ 416,516.93	8,633.00	8,633.00	852.00	\$ 45,607.56	Initial quantity under-estimated. Had to extend watermain at intersection locations to remove existing undersized main.
124	2504.604	4" Polystyrene Insulation	50.00	SQ YD	\$ 43.56	\$ 2,178.00	168.55	168.55	118.55	\$ 5,164.04	Installed additional in locations where watermain was not at 7.5' depth.
125	2504.608	Water Main Fittings	6,685.00	POUN D	\$ 15.30	\$ 102,280.50	4,268.00	4,268.00	(2,417.00)	\$ (36,980.10)	Less quantity used than estimated.
		Water Main Subtotal				\$ 1,283,587.83				\$ 88,541.69	Total Change to Water Main - Part A
		TOTAL OF UNIT PRICE BID ITEMS - PART A				\$ 8,938,546.80				\$ (204,470.22)	TOTAL CHANGE TO PART A IMPROVEMENTS
PART B											
Street, Curb and Gutter, Drainage Pipe, Driveways											
126	2021.501	Mobilization	1.00	LUMP SUM	\$ 9,056.88	\$ 9,056.88	1.00	1.00	0.00	\$ -	
127	2016.601	Contractor Coordination	1.00	LUMP SUM	\$ 4.40	\$ 4.40	1.00	1.00	0.00	\$ -	
128	2104.503	Sawing Concrete Pavement (Full Depth)	100.00	LIN FT	\$ 4.60	\$ 460.00	100.00	100.00	0.00	\$ -	
129	2104.503	Sawing Bituminous Pavement (Full Depth)	100.00	LIN FT	\$ 1.75	\$ 175.00	100.00	100.00	0.00	\$ -	
130	2104.504	Remove Concrete Driveway Pavement	430.00	SQ YD	\$ 10.05	\$ 4,321.50	0.00	0.00	(430.00)	\$ (4,321.50)	MnDOT covered this cost on the MnDOT contract.
131	2104.504	Remove Bituminous Driveway Pavement	276.00	SQ YD	\$ 11.52	\$ 3,179.52	0.00	0.00	(276.00)	\$ (3,179.52)	MnDOT covered this cost on the MnDOT contract.
132	2104.518	Remove Concrete Walk	500.00	SQ FT	\$ 4.07	\$ 2,035.00	0.00	0.00	(500.00)	\$ (2,035.00)	MnDOT covered this cost on the MnDOT contract.
133	2118.509	Aggregate Surfacing, Class 5 (Driveways, 100% Crushed Limestone)	113.00	TON	\$ 27.60	\$ 3,118.80	0.00	0.00	(113.00)	\$ (3,118.80)	MnDOT covered this cost on the MnDOT contract.
134	2123.510	Investigative Exploration	10.00	HOURL	\$ 746.02	\$ 7,460.20	4.00	4.00	(6.00)	\$ (4,476.12)	Less quantity used than estimated.
135	2105.607	Haul and Dispose of Contaminated Material	13,300.00	TON	\$ 17.69	\$ 235,277.00	657.82	657.82	(12,642.18)	\$ (223,640.16)	Less quantity used than estimated. Actual contaminated material was less than estimated.
136	2301.602	Drill & Grout Reinforcement Bar	10.00	EACH	\$ 22.00	\$ 220.00	0.00	0.00	(10.00)	\$ (220.00)	Contractor did not need to install.
137	2360.504	Type SP 12.5 Wearing Course Mix (2,B) (SPWEB240B) 3" Thick w/6" Aggregate Base (Residential Driveways)	276.00	SQ YD	\$ 42.10	\$ 11,619.60	0.00	0.00	(276.00)	\$ (11,619.60)	MnDOT covered this cost on the MnDOT contract.
138	2506.602	Casting Assembly Special	25.00	EACH	\$ 4,940.53	\$ 123,513.25	23.00	23.00	(2.00)	\$ (9,881.06)	Less quantity used than estimated. MnDOT covered some of these on the MnDOT contract.
139	2521.518	4" Concrete Walk w/4" Aggregate Base	500.00	SQ FT	\$ 12.94	\$ 6,470.00	0.00	0.00	(500.00)	\$ (6,470.00)	MnDOT covered this cost on the MnDOT contract.
140	2531.504	7" Concrete Driveway Pavement w/6" Aggregate Base	430.00	SQ YD	\$ 79.92	\$ 34,365.60	0.00	0.00	(430.00)	\$ (34,365.60)	MnDOT covered this cost on the MnDOT contract.
141	2563.601	Traffic Control	1.00	LUMP SUM	\$ 17,900.00	\$ 17,900.00	1.00	1.00	0.00	\$ -	
142	2572.510	Prune Trees	2.00	HOURL	\$ 1,500.00	\$ 3,000.00	0.00	0.00	(2.00)	\$ (3,000.00)	Contractor did not need to complete.
143	2572.601	Landscape Restoration	1.00	LUMP SUM	\$ 500.00	\$ 500.00	1.00	1.00	0.00	\$ -	

**Attachment A: Quantity Reconciliation & Sanitary Sewer Work
Lakefield Infrastructure Improvement Project**

Change Order No. 3 FINAL

Item			Contract Information				Estimated Quantity Installed	Adjusted Quantity (Final Quantity)	Change Order No. 3		
Line No.	Bid Item No.	Description	Item Quantity (Bid)	Units	Unit Price (Bid)	Total Value of Item (\$)			Quantity Adjustment (From Bid)	Cost Adjustment	Reason for Adjustment
144	2573.501	Stabalized Construction Exit	1.00	LUMP SUM	\$ 3,100.93	\$ 3,100.93	0.00	0.00	(1.00)	\$ (3,100.93)	MnDOT covered this cost on the MnDOT contract.
145	2573.503	Sediment Control Log Type Wood Chip	100.00	LIN FT	\$ 2.90	\$ 290.00	0.00	0.00	(100.00)	\$ (290.00)	MnDOT covered this cost on the MnDOT contract.
146	2574.507	Common Top Soil Borrow	530.00	CU YD	\$ 0.17	\$ 90.10	182.00	182.00	(348.00)	\$ (59.16)	Less quantity used than estimated.
147	2575.504	Over-Seeding	2,406.00	SQ YD	\$ 0.89	\$ 2,141.34	0.00	0.00	(2,406.00)	\$ (2,141.34)	Contractor did not need to complete.
148	2575.504	Weed Spraying	2,406.00	SQ YD	\$ 0.10	\$ 240.60	0.00	0.00	(2,406.00)	\$ (240.60)	Contractor did not need to complete.
149	2575.604	Turf Establishment #1	4,812.00	SQ YD	\$ 0.89	\$ 4,282.68	4,812.00	4,812.00	0.00	\$ -	
Street, Curb and Gutter, Drainage Pipe, Driveways Subtotal						\$ 472,822.40				\$ (312,159.39)	Total Change to Street, Curb & Gutter, Drainage Pipe, Driveways - Part B
Sanitary Sewer											
150	2104.502	Remove Manhole (Sanitary)	25.00	EACH	\$ 418.09	\$ 10,452.25	24.00	24.00	(1.00)	\$ (418.09)	Less quantity used than estimated.
151	2104.503	Remove Pipe (Sanitary)	8,796.00	LIN FT	\$ 0.02	\$ 175.92	7,871.00	7,871.00	(925.00)	\$ (18.50)	Less quantity used than estimated.
152	2451.609	Crushed Rock (Pipe Foundation) MnDOT 3149.2H	54.00	TON	\$ 29.31	\$ 1,582.74	5.00	5.00	(49.00)	\$ (1,436.19)	Less quantity used than estimated.
153	2502.602	Connect to Existing Sanitary Sewer	12.00	EACH	\$ 1,653.02	\$ 19,836.24	7.00	7.00	(5.00)	\$ (8,265.10)	Less quantity used than estimated. Connections to Part A were removed as they were constructed as part of this Project.
154	2503.601	Sanitary Sewer Bypass	1.00	LUMP SUM	\$ 17,617.49	\$ 17,617.49	1.00	1.00	0.00	\$ -	
155	2503.602	Bulkhead Pipe Sewer (Sanitary)	6.00	EACH	\$ 248.67	\$ 1,492.02	6.00	6.00	0.00	\$ -	
156	2503.602	8" x 4" Wye	29.00	EACH	\$ 1,719.87	\$ 49,876.23	21.00	21.00	(8.00)	\$ (13,758.96)	Removed services from project that were not active.
157	2503.602	10" x 4" Wye	7.00	EACH	\$ 1,868.10	\$ 13,076.70	5.00	5.00	(2.00)	\$ (3,736.20)	Removed services from project that were not active.
158	2503.602	12" x 4" Wye	17.00	EACH	\$ 1,957.85	\$ 33,283.45	17.00	17.00	0.00	\$ -	
159	2503.602	15" x 4" Wye	35.00	EACH	\$ 2,174.49	\$ 76,107.15	26.00	26.00	(9.00)	\$ (19,570.41)	Removed services from project that were not active.
160	2503.602	18" x 4" Wye	3.00	EACH	\$ 3,008.33	\$ 9,024.99	3.00	3.00	0.00	\$ -	
161	2503.602	Video Inspection Sewer Services (Preliminary)	103.00	EACH	\$ 200.00	\$ 20,600.00	7.00	7.00	(96.00)	\$ (19,200.00)	Contractor did not complete all the inspections during the project.
162	2503.603	4" Sanitary Sewer Service Pipe (Inside ROW)	3,083.00	LIN FT	\$ 17.27	\$ 53,243.41	2,527.00	2,527.00	(556.00)	\$ (9,602.12)	Less quantity used than estimated.
163	2503.603	4" Sanitary Sewer Service Pipe (Outside ROW)	1,234.00	LIN FT	\$ 11.74	\$ 14,487.16	667.00	667.00	(567.00)	\$ (6,656.58)	Less quantity used than estimated. Some services were identified as PVC beyond the ROW.
164	2503.603	4" Sanitary Sewer Service Pipe (CIPP)	235.00	LIN FT	\$ 148.21	\$ 34,829.35	452.00	452.00	217.00	\$ 32,161.57	Additional service locations identified during construction.
165	2503.603	8" Sanitary Sewer (Regardless of Depth)	3,006.00	LIN FT	\$ 57.00	\$ 171,342.00	2,416.00	2,416.00	(590.00)	\$ (33,630.00)	Less quantity used than estimated.
166	2503.603	10" Sanitary Sewer (Regardless of Depth)	686.00	LIN FT	\$ 62.47	\$ 42,854.42	562.00	562.00	(124.00)	\$ (7,746.28)	Less quantity used than estimated.
167	2503.603	12" Sanitary Sewer (Regardless of Depth)	1,212.00	LIN FT	\$ 69.11	\$ 83,761.32	1,319.00	1,319.00	107.00	\$ 7,394.77	Initial quantity under-estimated.
168	2503.603	15" Sanitary Sewer (Regardless of Depth)	1,176.00	LIN FT	\$ 79.46	\$ 93,444.96	1,694.00	1,694.00	518.00	\$ 41,160.28	Initial quantity under-estimated. Bid sheet did not match the quantities in the plans.
169	2503.603	18" Sanitary Sewer - Greater Than 18 Feet	912.00	LIN FT	\$ 164.61	\$ 150,124.32	385.45	385.45	(526.55)	\$ (86,675.40)	Less quantity used than estimated. Bid sheet did not match the quantities in the plans.
170	2503.603	Construct Outside Drop	16.00	LIN FT	\$ 869.28	\$ 13,908.48	16.24	16.24	0.24	\$ 208.63	Initial quantity under-estimated.
171	2503.603	Plug, Fill, and Abandon Pipe Sewer	902.00	LIN FT	\$ 4.90	\$ 4,419.80	902.00	902.00	0.00	\$ -	
172	2506.502	Casting Assembly (Sanitary with Concealed Pick Holes)	23.00	EACH	\$ 933.31	\$ 21,466.13	22.00	22.00	(1.00)	\$ (933.31)	Less quantity used than estimated.

**Attachment A: Quantity Reconciliation & Sanitary Sewer Work
Lakefield Infrastructure Improvement Project**

Change Order No. 3 FINAL

Item			Contract Information				Estimated Quantity Installed	Adjusted Quantity (Final Quantity)	Change Order No. 3		
Line No.	Bid Item No.	Description	Item Quantity (Bid)	Units	Unit Price (Bid)	Total Value of Item (\$)			Quantity Adjustment (From Bid)	Cost Adjustment	Reason for Adjustment
173	2506.602	Construct Sanitary Sewer Cleanout	1.00	EACH	\$ 2,051.48	\$ 2,051.48	0.00	0.00	(1.00)	\$ (2,051.48)	Contractor did not need to install.
174	2506.602	4" Sanitary Service Cleanout	103.00	EACH	\$ 122.91	\$ 12,659.73	69.00	69.00	(34.00)	\$ (4,178.94)	Less quantity used than estimated.
175	2506.602	External Manhole Seal (Sanitary)	23.00	EACH	\$ 210.44	\$ 4,840.12	22.00	22.00	(1.00)	\$ (210.44)	Less quantity used than estimated.
176	2506.603	Construct Sanitary Manhole Design 4007	345.00	LIN FT	\$ 378.53	\$ 130,592.85	345.00	345.00	0.00	\$ -	
		Sanitary Sewer Subtotal				\$ 1,087,150.71				\$ (137,162.75)	Total Change to Sanitary Sewer - Part B
Watermain											
177	2104.502	Remove Gate Valve	20.00	EACH	\$ 14.92	\$ 298.40	5.00	5.00	(15.00)	\$ (223.80)	Less quantity used than estimated.
178	2140.502	Salvage Hydrant	15.00	EACH	\$ 746.02	\$ 11,190.30	4.00	4.00	(11.00)	\$ (8,206.22)	Less quantity used than estimated.
179	2104.503	Remove Water Main	6,001.00	LIN FT	\$ 0.25	\$ 1,500.25	4,975.00	4,975.00	(1,026.00)	\$ (256.50)	Less quantity used than estimated.
180	2504.601	Temporary Water Service	1.00	LUMP SUM	\$ 30,830.61	\$ 30,830.61	1.00	1.00	0.00	\$ -	
181	2504.602	Connect to Existing Water Main	9.00	EACH	\$ 746.02	\$ 6,714.18	9.00	9.00	0.00	\$ -	
182	2504.602	Hydrant System	15.00	EACH	\$ 7,863.21	\$ 117,948.15	14.00	14.00	(1.00)	\$ (7,863.21)	Less quantity used than estimated.
183	2504.602	6" Gate Valve and Box	14.00	EACH	\$ 2,642.90	\$ 37,000.60	16.00	16.00	2.00	\$ 5,285.80	Initial quantity under-estimated. Additional GV's were needed to control water shutoff segments.
184	2504.602	8" Gate Valve and Box	22.00	EACH	\$ 3,169.39	\$ 69,726.58	22.00	22.00	0.00	\$ -	
185	2504.602	1" Corporation Stop w/Saddle	77.00	EACH	\$ 1,976.02	\$ 152,153.54	63.00	63.00	(14.00)	\$ (27,664.28)	Less quantity used than estimated.
186	2504.602	2" Corporation Stop w/Saddle	10.00	EACH	\$ 2,385.35	\$ 23,853.50	4.00	4.00	(6.00)	\$ (14,312.10)	Less quantity used than estimated.
187	2504.602	1" Curb Stop and Box	77.00	EACH	\$ 292.62	\$ 22,531.74	63.00	63.00	(14.00)	\$ (4,096.68)	Less quantity used than estimated.
188	2504.602	2" Curb Stop and Box	10.00	EACH	\$ 1,106.71	\$ 11,067.10	4.00	4.00	(6.00)	\$ (6,640.26)	Less quantity used than estimated.
189	2504.602	Lower Water Main	5.00	EACH	\$ 2,984.06	\$ 14,920.30	8.00	8.00	3.00	\$ 8,952.18	Initial quantity under-estimated. Field engineering was needed to avoid storm sewer conflicts.
190	2504.603	Hydrant Riser	5.00	LIN FT	\$ 1,542.78	\$ 7,713.90	1.50	1.50	(3.50)	\$ (5,399.73)	Less quantity used than estimated.
191	2504.603	1" Service Pipe w/Tracer Wire	2,272.00	LIN FT	\$ 7.69	\$ 17,471.68	2,302.00	2,302.00	30.00	\$ 230.70	Initial quantity under-estimated.
192	2504.603	2" Service Pipe w/Tracer Wire	330.00	LIN FT	\$ 16.59	\$ 5,474.70	126.66	126.66	(203.34)	\$ (3,373.41)	Less quantity used than estimated.
193	2504.603	6" Water Main w/Tracer Wire (Hydrant, Main, Service)	340.00	LIN FT	\$ 41.60	\$ 14,144.00	553.00	553.00	213.00	\$ 8,860.80	Initial quantity under-estimated. Had to extend watermain at intersection locations to remove existing undersized main.
194	2504.603	8" Water Main w/Tracer Wire	5,990.00	LIN FT	\$ 53.51	\$ 320,524.90	5,997.00	5,997.00	7.00	\$ 374.57	Initial quantity under-estimated. Had to extend watermain at intersection locations to remove existing undersized main.
195	2504.604	4" Polystyrene Insulation	340.00	SQ YD	\$ 43.56	\$ 14,810.40	0.00	0.00	(340.00)	\$ (14,810.40)	Contractor did not need to install.
196	2504.608	Water Main Fittings	5,028.00	POUN D	\$ 10.62	\$ 53,397.36	3,369.00	3,369.00	(1,659.00)	\$ (17,618.58)	Less quantity used than estimated.
		Water Main Subtotal				\$ 933,272.19				\$ (86,761.12)	Total Change to Water Main - Part B
Storm Sewer											
197	2104.502	Remove Drainage Structure	9.00	EACH	\$ 828.91	\$ 7,460.19	9.00	9.00	0.00	\$ -	
198	2104.503	Remove Pipe Sewer (Storm)	1,017.00	LIN FT	\$ 9.79	\$ 9,956.43	1,017.00	1,017.00	0.00	\$ -	
		Storm Sewer Subtotal				\$ 17,416.62				\$ -	Total Change to Storm Sewer - Part B

**Attachment A: Quantity Reconciliation & Sanitary Sewer Work
Lakefield Infrastructure Improvement Project**

Change Order No. 3 FINAL

Item			Contract Information				Estimated Quantity Installed	Adjusted Quantity (Final Quantity)	Change Order No. 3		
Line No.	Bid Item No.	Description	Item Quantity (Bid)	Units	Unit Price (Bid)	Total Value of Item (\$)			Quantity Adjustment (From Bid)	Cost Adjustment	Reason for Adjustment
		TOTAL OF UNIT PRICE BID ITEMS - PART B				\$ 2,510,661.92			\$ (536,083.26)	TOTAL CHANGE TO PART B IMPROVEMENTS	
CHANGE ORDER NO. TWO											
199	2503.603	6" Sanitary Service Cleanout	3.00	EACH	\$ 544.00	\$ 1,632.00	3.00	3.00	0.00	\$ -	
200	2503.603	6" Sanitary Sewer Service Pipe	66.00	LIN FT	\$ 48.42	\$ 3,195.72	66.00	66.00	0.00	\$ -	
201	2104.504	Remove Concrete Pavement	4,188.11	SQ YD	\$ 12.21	\$ 51,136.82	4,188.11	4,188.11	0.00	\$ -	
202	2572.601	Remove Block Retaining Wall & Grade Site	1.00	LUMP SUM	\$ 7,769.91	\$ 7,769.91	1.00	1.00	0.00	\$ -	
203	2506.603	Modify Sanitary Sewer MH #12	3.00	HOUR	\$ 1,396.00	\$ 4,188.00	3.00	3.00	0.00	\$ -	
204	2506.603	Modify Sanitary Sewer MH #25	3.00	HOUR	\$ 1,396.00	\$ 4,188.00	3.00	3.00	0.00	\$ -	
205	2506.603	8" Sanitary Sewer MH Materials	1.00	LUMP SUM	\$ 350.00	\$ 350.00	1.00	1.00	0.00	\$ -	
206	2502.602	Connect to Existing Sanitary Sewer - Non-typical	6.00	HOUR	\$ 1,396.00	\$ 8,376.00	6.00	6.00	0.00	\$ -	
207	2502.602	8" x 12" Sanitary Sewer Connection Materials	1.00	LUMP SUM	\$ 1,179.76	\$ 1,179.76	1.00	1.00	0.00	\$ -	
		TOTAL - CHANGE ORDER NO. TWO				\$ 82,016.21			\$ -	Total Change to Change Order No. 2	
CHANGE ORDER NO. THREE											
208	2503.603	Alley 10" Sanitary Sewer Spot Repair	0.00	HOUR	\$ 1,396.00	\$ -	8.00	8.00	8.00	\$ 11,168.00	See attached documentation.
209	2503.603	Alley 10" Sanitary Sewer Materials	0.00	LUMP SUM	\$ 428.92	\$ -	1.00	1.00	1.00	\$ 428.92	See attached documentation.
210	2503.603	Mill Road 10" Sanitary Sewer Spot Repair	0.00	HOUR	\$ 1,396.00	\$ -	20.00	20.00	20.00	\$ 27,920.00	See attached documentation.
211	2503.603	Mill Road 10" Sanitary Sewer Materials	0.00	LUMP SUM	\$ 1,947.70	\$ -	1.00	1.00	1.00	\$ 1,947.70	See attached documentation.
		TOTAL - CHANGE ORDER NO. THREE				\$ -			\$ 41,464.62	Total Change to Change Order No. 3	
		Totals				\$ 11,531,224.93			\$ (699,088.86)	Total Change to Contract	

Change Order No. 3 Summary		
Part A - Street, Curb & Gutter, Drainage Pipe, Driveways	\$ (112,265.93)	Reconciliation
Part A - Storm Sewer	\$ (30,542.25)	Reconciliation
Part A - Sanitary Sewer	\$ (150,203.73)	Reconciliation
Part A - Watermain	\$ 88,541.69	Reconciliation
Part B - Street, Curb & Gutter, Drainage Pipe, Driveways	\$ (312,159.39)	Reconciliation
Part B - Sanitary Sewer	\$ (137,162.75)	Reconciliation
Part B - Watermain	\$ (86,761.12)	Reconciliation
Part B - Storm Sewer	\$ -	Reconciliation
Change Order No. 1	\$ -	
Change Order No. 2	\$ -	
Change Order No. 3	\$ 41,464.62	Added
Total Contract Adjustment - Change Order No. 3	\$ (699,088.86)	

Lakefield Infrastructure Improvement Project

Change Order 3 Narrative

- A. What are the circumstances that lead to this change?
- 1) Item 1-2 – 5 years have passed since the televising of the existing sanitary sewer was completed giving time for more issues with pipe integrity to degrade.
- B. Why is this change needed?
- 1) Item 1-2 – The situation has created a scenario that cannot be CIPP lined properly.
- C. Who initiated the change? (i.e. Owner, Engineer, or Contractor)
- 1) Items 1-2 were initiated by the Contractor.
- D. What did the contract documents originally require or specify regarding the work of this change?
- 1) Item 1-2 – Spec Section 33 01 35
 - i. Section 3.02.D Clear the mainline and service of obstructions such as solids, dipped joints or broken pipe that will prevent the insertion of the liner. If inspection reveals an obstruction that cannot be removed by the conventional cleaning equipment, make an excavation, and repair the obstruction. This work shall be approved by the Engineer prior to commencement of the work and shall be considered incidental to Bid Item for Sanitary Sewer CIPP Lining and Patching.
 - ii. Due to the location and complexity of these spot repairs, these items should not be considered incidental and should be considered as an acceptable change order item. The scope of the above specification was intended to cover a simple spot repairs that would not be a burden to the contractor.
- E. Where were these original requirements specified? (e.g. drawing numbers, specification citation)
- 1) Item 1 – Spec Section 33 01 35 & Drawing Sheet 125
 - 2) Item 2 – Spec Section 33 01 35 & Drawing Sheets 137 & 138
- F. Where at the site is the work of this change located? (i.e. drawing numbers)
- 1) Item 1 – Drawing Sheet 125
 - 2) Item 2 – Drawing Sheets 137 & 138
- G. What specific contract documents, such as drawings and technical specifications, apply to this change?
- 1) Item 1-2 – Spec Section 33 01 35
 - i. Section 3.02.D – States that spot repairs are to be incidental to the CIPP lining, but circumstances such as proximity of utilities, roadways, and pipe depth are grounds for an acceptable change request based on the actual location of the spot repairs.
- H. What are the changes to the contract documents? (Describe, quantify, and reference attached drawings, specifications, etc.)
- 1) Items 1-2 – See Attachment A.
- I. What are the alternatives to this change?
- 1) No alternatives exist.
- J. Why is the recommended alternative the preferred alternative?

- 1)** Items 1-2 – recommended alternative needed to complete project properly and safely.
- K. What is the amount of the change in contract price and how was this change established?
(Attach table itemizing unit price quantity changes and new unit price items. Attach proposal from contractor.)
- 1)** Item 1-2 – See Attachment A and Contractor Requests.
- L. What is the change in the contract time(s) and how was this change determined? (Attach written request with justification from contractor. Engineer's calculations are an option for work added by owner. See part 4 below for further requirements.)
- 1)** No change.
- M. How does this change impact other portions of this contract and other contracts of this project in terms of scheduling, costs, and other factors?
- 1)** This change does not impact other portions of this contract since the majority of the request is related to trenchless work.
- N. What are the impacts of this change on the non-construction costs, such as engineering fees, construction testing, and interim interest? (Include calculations.)
- 1)** Non-construction costs were not affected. This work occurred during other construction activities.

ITEM #1 - ALLEY SANITARY SEWER SPOT REPAIR



1149 Hwy 22 S.
Hutchinson MN 55350

(320) 587-5918
Fax (320) 587-1044

During preliminary televising being performed by one of R&R Excavating’s subcontractor in the alley off Broadway they discovered significant changes of pipe conditions since televising was performed in 2017 by SEH. The section of pipe that was intended to be CIPP lined was not feasible since the pipe conditions changed drastically. During the subcontractors preliminary televising there was a section of the existing sanitary that was completely gone. One could see the dirt all the way around the pipe segment and dirt was falling into the existing sanitary. In 2017 when SEH had preliminary televising of the sanitary prior to the bid letting this pipe segment was not missing.

The existing sanitary was intended to remain in place for several reason. The alley is very restrictive with room for excavation. Excavation of this main would not be cost effective because of the amount of time and labor it would take to install the new sanitary main in such tight conditions. Also the alley has many small utilities not only running parrel with the existing main but perpendicular and overhead power going to all the buildings. There is 2 fiber optic lines and 1 over head power all in the alley.

While R&R Excavating preformed the work to repair the sanitary sewer it was very time consuming because of exposing 2 fiber optics running parallel with the main and had to expose 1 fiber optic running perpendicular to the existing main. R&R Excavating had to be caution while working around the low hanging overhead power wires that were also running parallel to the existing main. I have provided below the material needed to complete this along with a breakdown of our crew by the hour.

Cat 349	\$	364.62	Broadway Alley	Quantity	Item	Price	Total Cost
Cat 433	\$	135.01	10" SDR 35	14	LF	18.91	\$ 264.74
Cat 950	\$	92.88	10" CLxPVC Fernco	2	EA	82.09	\$ 164.18
Cat D6K	\$	98.89					\$ 428.92
Formean Truck	\$	45.73					
Job Truck	\$	45.73					
Small Tools	\$	8.30					
Foreman	\$	103.64					
Hoe Operator	\$	109.51					
Backfill Operator	\$	107.00					
Top Man	\$	91.60					
Bottom Man	\$	94.38					
Pipe Layer	\$	98.71					
	\$	1,396.00					

Crew Hours-8 Hours x 1,396 per Hour- \$11,168

Material- \$428.92

Total= \$11,596.92



Bid Proposal for Lakefield spot repairs

R & R EXCAVATING

Job Location: Lakefield, MN
Bid Date: 10/21/2022 09:00 am
Core & Main 2592273

Core & Main
 15800 W 79th St
 Eden Prairie, MN 55344
Phone: 952-937-9666
Fax: 952-937-8065

Seq#	Qty	Description	Units	Price	Ext Price
DUE TO CURRENT SUPPLY CHAIN DISRUPTIONS, MATERIALS ARE SUBJECT TO PRICING AT TIME OF SHIPMENT. MATERIAL AVAILABILITY AND TIMELINESS OF SHIPMENTS CANNOT BE GUARANTEED. THIS TERM SUPERSEDES ALL OTHER CONTRACTUAL PROVISIONS.					
10	1	10" X 4" SDR26 HW PVC GSKT WYE	EA	315.63	315.63
20	1	4" SDR26 45 BEND GXS	EA	28.47	28.47
30	1	PIPE LUBE- QUART	EA	11.42	11.42
40	4	10" CLAY X PVC RC FLEX CPLG	EA	82.09	328.36
50	1	4" PVC X PVC RC FLEX CPLG	EA	22.32	22.32
70		VERIFY QUANTITY OF PIPE REQ'D			
80	14	4" SDR26 PVC SEWER PIPE	FT	3.97	55.58
90	112	10" SDR35 PVC SEWER PIPE	FT	18.91	2,117.92
110	1	FREIGHT	EA	475.00	475.00
				Sub Total	3,354.70
				Tax	0.00
				Total	3,354.70

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>

ITEM #2 - MILL ROAD SANITARY SEWER SPOT REPAIR



1149 Hwy 22 S.
Hutchinson MN 55350

(320) 587-5918
Fax (320) 587-1044

During preliminary televising being performed by one of R&R Excavating's subcontractor along Mill Road they discovered significant changes of pipe conditions since televising was performed in 2017 by SEH. The section of pipe that was intended to be CIPP lined was not feasible since the pipe conditions changed drastically. The first issue found was the poor workmanship of another contractor who preformed a sanitary sewer service repair in between the time of televising in 2017 and when the preliminary work for the CIPP was taking place in the fall of 2022. One could see a section of the pipe was missing and lining this would not be possible. The next issue came from an existing cast iron pipe. The pipe had become so severely corroded since the initial televising in 2017 there was no possible way to clean the existing cast iron pipe to allow for the proper installation of the CIPP Liner.

The existing sanitary was intended to remain in place for several reasons. The depth of existing sewer would require the removal of curb and blacktop. There are 2 large fiber optic wires and 1 overhead power in the boulevard running on top and parrel with the existing sanitary sewer. Lastly the existing sanitary is in the front yard of a resident.

The depth and existing conditions between the small utilities and preserving the existing curb and blacktop is a change in scope of work. R&R preformed the work with the up most care to not have to remove curb and blacktop. R&R used trench boxes to minimize the amount of excavation in the residents front yard. There were also many hours added to the project by having to expose the existing fiber optics the entire length of the trench and caution was needed while working under the overhead power. I have provided below the material needed to complete this along with a breakdown of our crew by the hour.

Cat	\$	Mill Road Repair	Quantity	Item	Price	Total Cost
Cat 349	364.62					
Cat 433	135.01	10" SDR 35	72	LF	18.91	\$ 1,361.52
Cat 950	92.88	4" SDR 26	14	LF	3.97	\$ 55.58
Cat D6K	98.89	10"x4" Wye	1	EA	315.63	\$ 315.63
Formean Truck	45.73	10" CLxPVC Fernco	2	EA	82.09	\$ 164.18
Job Truck	45.73	4" PVCxPVC Fernco	1	EA	22.32	\$ 22.32
Small Tools	8.30	4" SDR 26 Bend	1	EA	28.47	\$ 28.47
Foreman	103.64					\$ 1,947.70
Hoe Operator	109.51					
Backfill Operator	107.00					
Top Man	91.60					
Bottom Man	94.38					
Pipe Layer	98.71					
	1,396.00					

Crew Hours- 20 Hours x 1,396 per Hour- \$27,920

Material- \$1947.70

Total= \$29,867.70



Bid Proposal for Lakefield spot repairs

R & R EXCAVATING

Job Location: Lakefield, MN
Bid Date: 10/21/2022 09:00 am
Core & Main 2592273

Core & Main
15800 W 79th St
Eden Prairie, MN 55344
Phone: 952-937-9666
Fax: 952-937-8065

Table with columns: Seq#, Qty, Description, Units, Price, Ext Price. Includes items like 10" X 4" SDR26 HW PVC GSKT WYE, 4" SDR26 45 BEND GXS, 10" CLAY X PVC RC FLEX CPLG, 4" PVC X PVC RC FLEX CPLG, 4" SDR26 PVC SEWER PIPE, 10" SDR35 PVC SEWER PIPE, and FREIGHT. Total price: 3,354.70.

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: https://coreandmain.com/TandC/

RD - Lakefield Infrastructure Improvements - Assessment Summary

Description	Assessment Amount				
	\$ 12,000	\$ 13,000	\$ 14,000	\$ 15,000	\$ 16,000
Total Street & Storm Sewer Assessment	\$ 1,320,000	\$ 1,430,000	\$ 1,540,000	\$ 1,650,000	\$ 1,760,000
<i>Total City Responsibility of Assessments</i>	\$ 48,000	\$ 52,000	\$ 56,000	\$ 60,000	\$ 64,000
<i>Total Property Owner Responsibility of Assessments</i>	\$ 1,272,000	\$ 1,378,000	\$ 1,484,000	\$ 1,590,000	\$ 1,696,000
Total City Funding Contribution (Shortfall)	\$ 929,377	\$ 819,377	\$ 709,377	\$ 599,377	\$ 489,377
Total City Contribution to Project (Assessment + Shortfall)	\$ 977,377	\$ 871,377	\$ 765,377	\$ 659,377	\$ 553,377

TH86 - Street Reconstruction Project - Assessment Summary

Description	Assessment Amount				
	\$ 12,000	\$ 13,000	\$ 14,000	\$ 15,000	\$ 16,000
Total Street & Storm Sewer Assessment	\$ 672,000	\$ 728,000	\$ 784,000	\$ 840,000	\$ 896,000
<i>Total City Responsibility of Assessments</i>	\$ 30,000	\$ 32,500	\$ 35,000	\$ 37,500	\$ 40,000
<i>Total Property Owner Responsibility of Assessments</i>	\$ 642,000	\$ 695,500	\$ 749,000	\$ 802,500	\$ 856,000
Total City Funding Contribution (Shortfall)	\$ 1,053,873	\$ 997,873	\$ 941,873	\$ 885,873	\$ 829,873
Total City Contribution to Project (Assessment + Shortfall)	\$ 1,083,873	\$ 1,030,373	\$ 976,873	\$ 923,373	\$ 869,873

Total City Contribution to Combined Projects	\$ 2,061,250	\$ 1,901,750	\$ 1,742,250	\$ 1,582,750	\$ 1,423,250
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RD - Lakefield Infrastructure Improvements - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	110.00
Street & Storm Sewer Assessment per Unit	\$ 12,000.00
Total Street & Storm Sewer Assessment	\$ 1,320,000.00
Curb & Gutter Assessment No. of Units (Front Foot)	12,632.00
Curb & Gutter Assessment per Unit	\$ -
Total Curb & Gutter Assessment	\$ -
Total RD Project Assessment	\$ 1,320,000
Total City Responsibility of Assessments	\$ 48,000
Total Property Owner Responsibility of Assessments	\$ 1,272,000
Total RD Project Assessment	\$ 1,320,000
Total Estimated SUIP Project Cost	\$ 13,612,445
(Minus) RD WEP Loan #1	\$ 7,202,068
(Minus) RD WEP Grant #2	\$ 2,513,000
(Minus) RD WEP Loan #3	\$ 878,000
(Minus) RD WEP Grant #4	\$ 770,000
(Minus) Assessments	\$ 1,320,000
Total Remaining City Cost	\$ 929,377
Total City Contribution to Project (Assessment + Shortfall)	\$ 977,377

TH86 - Street Reconstruction Project - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	56.00
Street & Storm Sewer Assessment per Unit	\$ 12,000.00
Total Street & Storm Sewer Assessment	\$ 672,000.00
Total TH 86 Project Assessment	\$ 672,000
Total City Responsibility of Assessments	\$ 30,000
Total Property Owner Responsibility of Assessments	\$ 642,000
Total RD Project Assessment	\$ 672,000
Total Estimated City Responsible Project Cost	\$ 2,198,945
(Minus) Lakefield Public Utilities Contribution	\$ 473,072
(Minus) Assessments	\$ 672,000
Total Remaining City Cost	\$ 1,053,873
Total City Contribution to Project (Assessment + Shortfall)	\$ 1,083,873

Total City Contribution to Combined Projects (\$12,000 Assessment)	\$ 2,061,250
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RD - Lakefield Infrastructure Improvements - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	110.00
Street & Storm Sewer Assessment per Unit	\$ 13,000.00
Total Street & Storm Sewer Assessment	\$ 1,430,000.00
Curb & Gutter Assessment No. of Units (Front Foot)	12,632.00
Curb & Gutter Assessment per Unit	\$ -
Total Curb & Gutter Assessment	\$ -
Total RD Project Assessment	\$ 1,430,000
Total City Responsibility of Assessments	\$ 52,000
Total Property Owner Responsibility of Assessments	\$ 1,378,000
Total RD Project Assessment	\$ 1,430,000
Total Estimated SUIP Project Cost	\$ 13,612,445
(Minus) RD WEP Loan #1	\$ 7,202,068
(Minus) RD WEP Grant #2	\$ 2,513,000
(Minus) RD WEP Loan #3	\$ 878,000
(Minus) RD WEP Grant #4	\$ 770,000
(Minus) Assessments	\$ 1,430,000
Total Remaining City Cost	\$ 819,377
Total City Contribution to Project (Assessment + Shortfall)	\$ 871,377

TH86 - Street Reconstruction Project - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	56.00
Street & Storm Sewer Assessment per Unit	\$ 13,000.00
Total Street & Storm Sewer Assessment	\$ 728,000.00
Total TH 86 Project Assessment	\$ 728,000
Total City Responsibility of Assessments	\$ 32,500
Total Property Owner Responsibility of Assessments	\$ 695,500
Total RD Project Assessment	\$ 728,000
Total Estimated City Responsible Project Cost	\$ 2,198,945
(Minus) Lakefield Public Utilities Contribution	\$ 473,072
(Minus) Assessments	\$ 728,000
Total Remaining City Cost	\$ 997,873
Total City Contribution to Project (Assessment + Shortfall)	\$ 1,030,373

Total City Contribution to Combined Projects (\$13,000 Assessment)	\$ 1,901,750
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RD - Lakefield Infrastructure Improvements - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	110.00
Street & Storm Sewer Assessment per Unit	\$ 14,000.00
Total Street & Storm Sewer Assessment	\$ 1,540,000.00
Curb & Gutter Assessment No. of Units (Front Foot)	12,632.00
Curb & Gutter Assessment per Unit	\$ -
Total Curb & Gutter Assessment	\$ -
Total RD Project Assessment	\$ 1,540,000
Total City Responsibility of Assessments	\$ 56,000
Total Property Owner Responsibility of Assessments	\$ 1,484,000
Total RD Project Assessment	\$ 1,540,000
Total Estimated SUIP Project Cost	\$ 13,612,445
(Minus) RD WEP Loan #1	\$ 7,202,068
(Minus) RD WEP Grant #2	\$ 2,513,000
(Minus) RD WEP Loan #3	\$ 878,000
(Minus) RD WEP Grant #4	\$ 770,000
(Minus) Assessments	\$ 1,540,000
Total Remaining City Cost	\$ 709,377
Total City Contribution to Project (Assessment + Shortfall)	\$ 765,377

TH86 - Street Reconstruction Project - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	56.00
Street & Storm Sewer Assessment per Unit	\$ 14,000.00
Total Street & Storm Sewer Assessment	\$ 784,000.00
Total TH 86 Project Assessment	\$ 784,000
Total City Responsibility of Assessments	\$ 35,000
Total Property Owner Responsibility of Assessments	\$ 749,000
Total RD Project Assessment	\$ 784,000
Total Estimated City Responsible Project Cost	\$ 2,198,945
(Minus) Lakefield Public Utilities Contribution	\$ 473,072
(Minus) Assessments	\$ 784,000
Total Remaining City Cost	\$ 941,873
Total City Contribution to Project (Assessment + Shortfall)	\$ 976,873

Total City Contribution to Combined Projects (\$14,000 Assessment)	\$ 1,742,250
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RD - Lakefield Infrastructure Improvements - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	110.00
Street & Storm Sewer Assessment per Unit	\$ 15,000.00
Total Street & Storm Sewer Assessment	\$ 1,650,000.00
Curb & Gutter Assessment No. of Units (Front Foot)	12,632.00
Curb & Gutter Assessment per Unit	\$ -
Total Curb & Gutter Assessment	\$ -
Total RD Project Assessment	\$ 1,650,000
Total City Responsibility of Assessments	\$ 60,000
Total Property Owner Responsibility of Assessments	\$ 1,590,000
Total RD Project Assessment	\$ 1,650,000
Total Estimated SUIP Project Cost	\$ 13,612,445
(Minus) RD WEP Loan #1	\$ 7,202,068
(Minus) RD WEP Grant #2	\$ 2,513,000
(Minus) RD WEP Loan #3	\$ 878,000
(Minus) RD WEP Grant #4	\$ 770,000
(Minus) Assessments	\$ 1,650,000
Total Remaining City Cost	\$ 599,377
Total City Contribution to Project (Assessment + Shortfall)	\$ 659,377

TH86 - Street Reconstruction Project - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	56.00
Street & Storm Sewer Assessment per Unit	\$ 15,000.00
Total Street & Storm Sewer Assessment	\$ 840,000.00
Total TH 86 Project Assessment	\$ 840,000
Total City Responsibility of Assessments	\$ 37,500
Total Property Owner Responsibility of Assessments	\$ 802,500
Total RD Project Assessment	\$ 840,000
Total Estimated City Responsible Project Cost	\$ 2,198,945
(Minus) Lakefield Public Utilities Contribution	\$ 473,072
(Minus) Assessments	\$ 840,000
Total Remaining City Cost	\$ 885,873
Total City Contribution to Project (Assessment + Shortfall)	\$ 923,373

Total City Contribution to Combined Projects (\$15,000 Assessment)	\$ 1,582,750
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RD - Lakefield Infrastructure Improvements - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	110.00
Street & Storm Sewer Assessment per Unit	\$ 16,000.00
Total Street & Storm Sewer Assessment	\$ 1,760,000.00
Curb & Gutter Assessment No. of Units (Front Foot)	12,632.00
Curb & Gutter Assessment per Unit	\$ -
Total Curb & Gutter Assessment	\$ -
Total RD Project Assessment	\$ 1,760,000
Total City Responsibility of Assessments	\$ 64,000
Total Property Owner Responsibility of Assessments	\$ 1,696,000
Total RD Project Assessment	\$ 1,760,000
Total Estimated SUIP Project Cost	\$ 13,612,445
(Minus) RD WEP Loan #1	\$ 7,202,068
(Minus) RD WEP Grant #2	\$ 2,513,000
(Minus) RD WEP Loan #3	\$ 878,000
(Minus) RD WEP Grant #4	\$ 770,000
(Minus) Assessments	\$ 1,760,000
Total Remaining City Cost	\$ 489,377
Total City Contribution to Project (Assessment + Shortfall)	\$ 553,377

TH86 - Street Reconstruction Project - Assessment Summary

Description	
Street & Storm Sewer Assessment No. of Units	56.00
Street & Storm Sewer Assessment per Unit	\$ 16,000.00
Total Street & Storm Sewer Assessment	\$ 896,000.00
Total TH 86 Project Assessment	\$ 896,000
Total City Responsibility of Assessments	\$ 40,000
Total Property Owner Responsibility of Assessments	\$ 856,000
Total RD Project Assessment	\$ 896,000
Total Estimated City Responsible Project Cost	\$ 2,198,945
(Minus) Lakefield Public Utilities Contribution	\$ 473,072
(Minus) Assessments	\$ 896,000
Total Remaining City Cost	\$ 829,873
Total City Contribution to Project (Assessment + Shortfall)	\$ 869,873

Total City Contribution to Combined Projects (\$16,000 Assessment)	\$ 1,423,250
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**RESOLUTION NO. 23-29
DECLARING COST TO BE ASSESSED,
ORDERING PREPARATION OF PROPOSED ASSESSMENT, AND
CALLING FOR HEARING ON PROPOSED ASSESSMENT**

WHEREAS, costs have been determined for the Lakefield Infrastructure Improvement Project and TH86 Reconstruction Project, for the construction of sanitary sewer, sanitary sewer services, water main, water services, storm sewer, concrete curb and gutter, aggregate base, bituminous surfacing, turf restoration, and miscellaneous items required to properly complete the improvements.

- Lakefield Infrastructure Improvement Project - the estimated final contract price for such improvements is **\$10,832,136**, and the estimated final expenses incurred or to be incurred in the making of such improvements amount to **\$2,196,520**, so that the estimated final total cost of the improvements will be **\$13,028,656**.
- TH86 Reconstruction Project – the estimated final total City participating cost of the improvements will be **\$2,198,945**.
- Combined estimated final total cost of all improvements will be **\$15,227,601**.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAKEFIELD, MINNESOTA:

1. The costs will be assessed against benefited property owners per Minnesota Statutes Chapter 429.
2. The portion of the cost of such improvements to be paid by the city is hereby declared to be **\$**, and the portion of the cost to be assessed against benefited property owners is declared to be **\$**.
3. Assessment shall be payable in equal annual installments extending over a period of **20 years**, the first of the installments to be payable on or before the first Monday in January, 2024, and shall bear interest at the rate **not to exceed 5.00 percent** per annum from the date of the adoption of the assessment resolution.
4. The City Clerk, with the assistance of the consulting engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
5. A hearing shall be held on the **16th day of October, 2023**, in the Lakefield City Hall at 7:00 p.m., to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
6. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Administrator shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
7. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor-Treasurer, **pay the whole or part of the assessment** on such property with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged **on any portion of the assessment** paid by **October 31, 2023**. The property owner may at any time thereafter, pay to the County-Auditor Treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the

City of Lakefield

Procurement Policy for Utilizing Federal Funds

General Procurement Standards

- a) Procurements by the City of Lakefield when utilizing federal funds shall conform to applicable Federal law and the standards identified in this policy.
- b) The City of Lakefield shall maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchases.
- c) No employee, officer, or agent of the City of Lakefield may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the City of Lakefield may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. Any Employee determined to be in violation of this section, could be subject to discipline action up to and including termination. Any Elected Official determined to be in violation of this section, could be subject to prosecution and or recall of their position.
- d) The City of Lakefield will consider consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- e) The City of Lakefield, to the extent possible, shall utilize state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.
- f) The City of Lakefield, to the extent possible, shall utilize federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- g) The City of Lakefield, to the extent possible, shall utilize use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- h) The City of Lakefield, to the extent possible, shall award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.213 Suspension and debarment.
- i) The City of Lakefield, to the extent possible, shall maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

- j) The City of Lakefield, to the extent possible, shall utilize a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contracts are defined as a contract whose cost to the City of Lakefield is the sum of:
 - 1) The actual cost of materials; and
 - 2) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

- k) The City of Lakefield, to the extent possible, shall, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims.

Competition

- a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. To ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:
 - 1) Placing unreasonable requirements on firms for them to qualify to do business;
 - 2) Requiring unnecessary experience and excessive bonding;
 - 3) Noncompetitive pricing practices between firms or between affiliated companies;
 - 4) Noncompetitive contracts to consultants that are on retainer contracts;
 - 5) Organizational conflicts of interest;
 - 6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
 - 7) Any arbitrary action in the procurement process.

- b) The City of Lakefield shall conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

- c) The City of Lakefield ensures that all solicitations:
 - 1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must

set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

- 2) Identify all requirements which the vendors/bidders must fulfill and all other factors to be used in evaluating bids or proposals.
- d) The City of Lakefield shall ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the City of Lakefield shall not preclude potential bidders from qualifying during the solicitation period.

Methods of procurement to be followed

The City of Lakefield uses one of the following methods of procurement when purchasing items with federal funds.

- a) Procurement by micro-purchases - Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold of \$10,000. To the extent practicable, the City of Lakefield shall distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations.
- b) Procurement by small purchase procedures - Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold (\$250,000). If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
- c) Procurement by sealed bids (formal advertising). Bids are publicly solicited, and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.
 - 1) For sealed bidding to be feasible, the following conditions should be present:
 - i. A complete, adequate, and realistic specification or purchase description is available;
 - ii. Two or more responsible bidders are willing and able to compete effectively for the business; and
 - iii. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally based on price.
 - 2) If sealed bids are used, the following requirements apply:
 - i. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;

- ii. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services for the bidder to properly respond;
 - iii. All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
 - iv. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
 - v. Any or all bids may be rejected if there is a sound documented reason.
- d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:
- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - 2) Proposals must be solicited from an adequate number of qualified sources;
 - 3) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
 - 4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
 - 5) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated, and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
- e) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
- 1) The item is available only from a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - 3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or
 - 4) After solicitation of several sources, competition is determined inadequate.

Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms

- a) The City of Lakefield shall take all necessary affirmative steps to assure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- b) Affirmative steps must include:
 - 1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - 2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - 3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - 4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - 5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - 6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

Contract cost and price

- a) The City of Lakefield shall perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold (\$250,000) including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the City of Lakefield shall make independent estimates before receiving bids or proposals.
- b) The City of Lakefield shall negotiate profit as a separate element of the price for each contract in which there is no price competition and, in all cases, where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
- c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred, or cost estimates included in negotiated prices would be allowable for {Department, Agency, City}.
- d) The cost plus a percentage of cost and percentage of construction cost methods of contracting may not be used.

Federal awarding agency or pass-through entity review

- a) The City of Lakefield shall make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document.
- b) The City of Lakefield shall make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:
 - 1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
 - 2) The procurement is expected to exceed the Simplified Acquisition Threshold of \$250,000 and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - 3) The procurement, which is expected to exceed the \$250,000, specifies a "brand name" product;
 - 4) The proposed contract is more than the \$250,000 and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - 5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than \$250,000.
- c) The City of Lakefield is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.
 - 1) The City of Lakefield may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;
 - 2) The City of Lakefield may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the City of Lakefield that it is complying with these standards. The City of Lakefield must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

Bonding requirements

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the City of Lakefield provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- a) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- b) A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- c) A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

Contract provisions 2

All the City of Lakefield contracts utilizing federal funds must contain the applicable provisions described in Appendix II to Part 200-Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

Appendix II to Part 200-Contract Provisions for {Department, Agency, City}Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the City of Lakefield under the Federal award must contain provisions covering the following, as applicable.

- A. Contracts for **more than the simplified acquisition threshold currently set at \$250,000**, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- B. All contracts in excess of **\$10,000** must address termination for cause and for convenience by the City of Lakefield including how it will be affected and the basis for settlement.
- C. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "**federally assisted construction contract**" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity" and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity Department of Labor."
- D. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime **construction contracts in excess of \$2,000** awarded by {Department, Agency, City} must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition,

contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The City of Lakefield shall report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

- E. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in **excess of \$100,000 that involve the employment of mechanics or laborers** must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- F. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
- G. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended-Contracts and subgrants of amounts **in excess of \$150,000** must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- H. **Debarment and Suspension** (Executive Orders 12549 and 12689)- A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- I. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)-Contractors that apply or bid for an award **exceeding \$100,000** must file the required certification. Each tier certifies to the tier above that it will not and has

not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from each tier up to the non-Federal award.

J. See §200.322 Procurement of recovered materials if applicable.

(§200.322 Procurement of recovered materials: A Non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines)

Passed by the City Council of Lakefield, Minnesota this 18th day of September, 2023.

Stephen A. Condon, Mayor

Stacy J. Anderson, City Clerk

Date: September 11, 2023

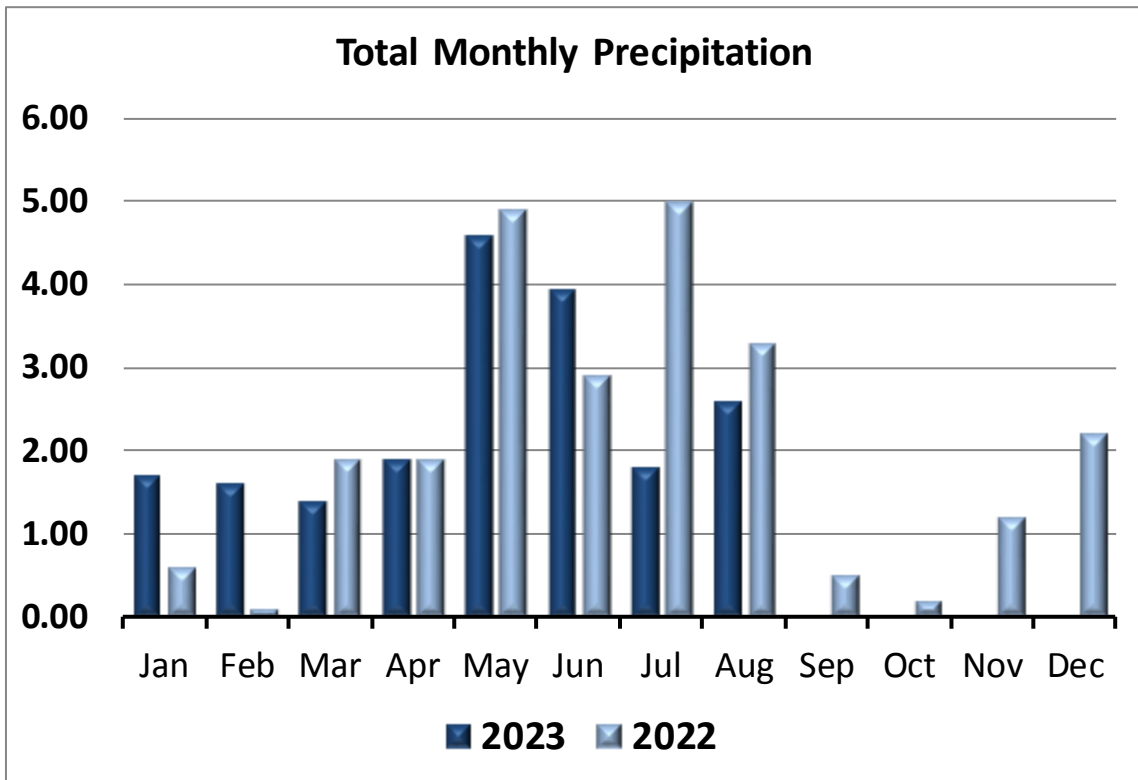
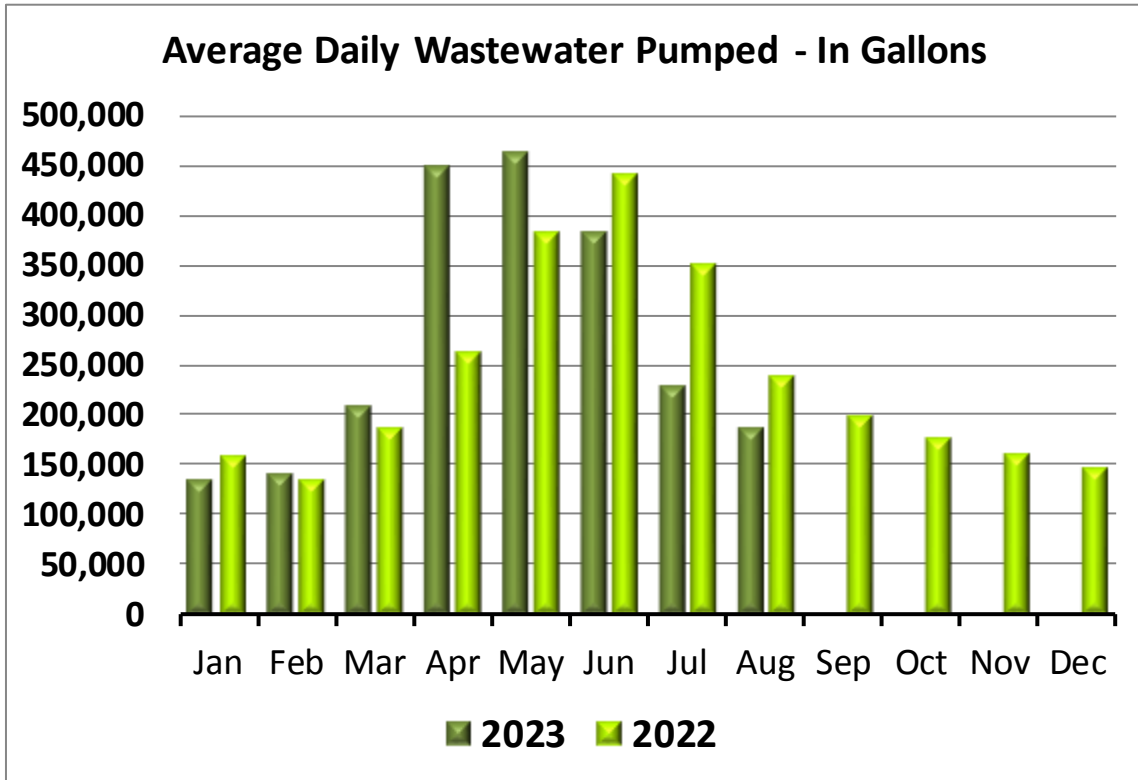
To: City of Lakefield

From: Jason Rossow, Operator

O & M Report: August 2023

Wastewater Operation & Maintenance

- Completed the monthly Discharge Report and submitted to the Minnesota Pollution Control Agency.
- Collected all the wastewater samples required by the NPDES permit.
- Unhooked motor in the exhaust fan on the pretreatment building. Replaced both bearings in the motor. Replacing bearings is done every two years.
- Cemented four sewer services shut at the school being torn down.
- Mow and trim as needed. Locates as needed. Checked lift stations twice a week.
- Collaborating daily with engineers on WWTP rehab project.
- Rice Lake Co. replaced two check valves and two gate valves in the Golf Course lift station.
- Rice Lake Co. demolished blower room and replaced two floor drains in the pump room.
- Changed oil on west and east clarifiers. Cleaned wet well and cleaned transducers.
- Lining crew continuing to line some sewer services in town.
- Rice Lake Co. organizing and moving some equipment inside for winter.
- Cleaned all floats in lift stations.
- Generator rep. brought the right charging cord for the new generator.
- Flushed some sanitary sewer mains around town.
- Changed oil on trash pump. Greased all bearings. Replaced some piping on load out stand for hauling bio-solids.
- Attended monthly Rice Lake Construction meetings.



		August-23	July-23	August-22
Wastewater				
CBOD				
CBOD Influent	mg/L	69.0	123.0	95.0
CBOD Effluent	mg/L	0.6	0.9	0.7
CBOD Effluent Permit Limit	mg/L	25	25	25
CBOD % Removal	%	99.0%	99.0%	99.0%
CBOD % Removal Permit Limit	%	85%	85%	85%
CBOD Effluent Loading	kg/day	0.43	0.72	0.62
CBOD Effluent Loading Permit Limit	kg/day	55	55	55
TSS				
TSS Influent	mg/L	151.0	195.0	194.0
TSS Effluent	mg/L	<3	<.3	4.2
TSS Effluent Permit Limit	mg/L	30	30	30
TSS % Removal	%	98.0%	98.0%	98.0%
TSS % Removal Permit Limit	%	85%	85%	85%
TSS Effluent Loading	kg/day	<2.1	<2.5	3.70
TSS Effluent Loading Permit Limit	kg/day	66	66	66
Phosphorus				
Phos Influent	mg/L	2.85	3.52	3.20
Phos Effluent	mg/L	0.10	0.30	0.10
Phos Effluent Permit Limit	mg/L	1 mg/l	1 mg/l	1 mg/l
Phos Effluent Loading	kg/day	0.07	0.22	0.11
Phos Effluent Loading Permit Limit	kg/day	2.20	2.20	2.20
Fecal Coliform				
Fecal Effluent	ml	6	2	4
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Effluent Flow				
Average Daily	gallons	188,000	230,000	241,000
Maximum Daily	gallons	267,000	293,000	292,000
Total Monthly	gallons	5,834,000	7,127,000	7,464,000
Precipitation Monthly Total	Inches	2.60	1.81	3.30

Datecompleted	Equipment	Location	Notes	Task	Taskdesc
8/8/2023	Lift Station #1 West	5002 Lakefield, MN	N/A	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
8/8/2023	Lift Station #2-Emerald Valley	5002 Lakefield, MN	N/A	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
8/9/2023	Eye Wash Station	5002 Lakefield, MN	N/A	Monthly PM	Flush and make sure it is operable along with shower.
8/9/2023	FIRE EXTINGUISHERS	5002 Lakefield, MN	N/A	Inspection	Check all extinguishers in plant and truck.
8/10/2023	Alarms	5002 Lakefield, MN	N/A	Test alarm dialer	<ol style="list-style-type: none"> 1. Test alarm function and verify communications equipment can reach emergency contact personell for each well house, WW Plant and lift station at your project. 2. Inspect control floats and clean if necessary at each WWTP.
8/10/2023	Generator - Kohler	5002 Lakefield, MN	N/A	Monthly PM	Run and check unit.