

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: April 10, 2023
Item No.: 10.c

Department Approval

Michelle Dietrick

City Manager Approval

Samuel Truog

Item Description: Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items

BACKGROUND

City Code section 103.05 establishes the requirement that all general purchases or contracts in excess of \$10,000 be separately approved by the City Council, independent of the budget process or other statutory purchasing requirements. In addition, State Statutes generally require the Council to authorize the sale of surplus vehicles and equipment. *Attachment A-1* includes a list of items submitted for Council review and approval.

Staff will note that unless noted otherwise, all items contained in this report were previously identified and included in the adopted budget or Capital Improvement Plan (CIP) submitted for Council review during the most recent budget cycle. This information package included a CIP Project/Initiative summary which identified the type of purchase, estimated cost, funding source, and other supporting narrative. Where applicable, these project/initiative summaries are included with *Attachment A-2*.

POLICY OBJECTIVE

Required under City Code 103.05.

BUDGET IMPLICATIONS

Funding for all items is provided for in the current budget or through pre-funded capital replacement funds.

RACIAL EQUITY IMPACT SUMMARY

N/A

STAFF RECOMMENDATION

Staff recommends the City Council approve the submitted purchases or contracts for service and where applicable; authorize the sale/trade-in of surplus items.

REQUESTED COUNCIL ACTION

Motion to approve the submitted purchases or contracts for services and where applicable; the sale/trade-in of surplus items.

Prepared by: Joshua Kent, Assistant Finance Director
Attachments: A1: Over \$10,000 Items for Purchase or Sale/Trade-in

A2: CIP Project/Initiative summary (if applicable)

General Purchases or Contracts

| Division | Vendor | Description | Key | Budget Amount | P.O. Amount | Budget / CIP |
|-----------------------------------|--------------------------------|--|------------|--------------------------|------------------------|-------------------------|
| Sanitary Sewer | Ess Brothers and Sons Inc | Sanitary Sewer Repair | (a) | \$ 100,000 | \$ 24,750 | 2023 CIP |
| Storm Sewer | Ess Brothers and Sons Inc | Storm Basin Catch Basin Repair | (b) | \$ 600,000 | \$ 49,500 | 2023 CIP |
| City Hall / Maintenance Facility | SOS Furniture | Chair Replacement (City Hall and Maintenance Facility) | (c) | \$ 37,405 | \$ 17,643 | 2022 CIP |
| Public Works | Warning Lites Minnesota | 2023 Centerline Striping | (d) | \$ 15,200 | \$ 16,814 | 2023 Budget |
| Boulevard Landscaping | Twin City Lawncare & Landscape | Streetscape Maintenance | (e) | \$ 79,910 | \$ 41,225 | 2023 Budget |
| Pathway & Parking Lot Maintenance | T.A. Schifsky & Sons Inc. | Lexington Park parking lot and pathway, Cty Rd B pathway, concrete sidewalk panels on Fernwood | (f) | \$ 155,700 | \$ 112,541 | 2023 CIP |

Key

- (a) The staff is requesting approval for structure repair on various storm sewer catch basins, manholes and sanitary manholes. These repairs will lessen deterioration below grade in these structures. The ring area and joint sections will be sealed in identified manholes and catch basins from inside the structure using a urethane material. Quotes were received were calculated for 75 structures.
- (b) It is suggested that replacement of the guest chairs are needed as most currently range from 20-30 years old. Staff requested quotes to upgrade 99 chairs and a few miscellaneous other pieces of furniture. The \$37,405 is a rollover of unspent funds from the 2022 CIP.
- (c) This is part of the 2023 Annual Contractual Pavement Painting in the 2023 Budget of \$15,200. Warning Lites Minnesota was the lowest quote received by \$4,105.
- (d) This is the third year of the contract with Twin City Lawncare & Landscape. It is for mowing, weeding and cleaing of miscellaneous street right-of-ways. Utilizing this contracted maintenance allows street maintenance to concentrate on other maintenance areas requiring attention.
- (e) Each year the City rehabilitates segments of bituminous trails and parking lots. In 2023 we received quotes for the Lexington Park parking lot and pathway, County Road B pathway, and concrete sidewalk panels on Fernwood.
- (f)



ROSEVILLE
Public Works Department

Memo

To: Michelle Pietrick, Finance Director
cc: Jesse Freihammer, Public Works Director
From: Steve Zweber
Date: 3/15/23
Re: Storm Sewer Structure Repair

Staff is requesting approval for structure repair on various storm sewer catch basins, manholes and sanitary manholes. These repairs will lessen deterioration below grade in these structures.

Ess Brothers will seal the ring area and joint sections in identified manholes and catch basins from inside of the structure using a urethane material.

Quotes received were calculated for 75 structures:

Quotes Received

| | |
|---------------------------------|----------------------------|
| Ess Brothers and Sons | \$49,500.00 Storm Sewer |
| | \$24,750 Sanitary |
| | Total=\$74,250.00 |
| Underground Utility Specialties | \$49,600.00 Storm Sewer |
| | \$24,940.00 Sanitary Sewer |
| | Total=\$74,540.00 |
| Ever last Rehab | \$52,500.00 Storm Sewer |
| | \$27,000.00 Sanitary Sewer |
| | Total=\$79,500.00 |

The low quote was Ess Brothers and Sons

Storm Sewer structure repairs are funded through general storm sewer replacement/rehabilitation funds which has an overall budget of \$400,000.

Sanitary Sewer structure repairs are funded through general sanitary replacement rehabilitation and 2023 PMP.



Public Works Department

Memo

To: Michelle Pietrick, Finance Director
From: Jesse Freihammer, Public Works Director
Date: April 5, 2023
Re: City Hall Furniture Upgrades

As part of the 2022 Facilities budget staff looked into replacing guest staff chairs throughout city hall and the maintenance facility. Most of the current guest chairs are 20-30 years old and in need of replacement. Staff requested quotes to upgrade 99 chairs and a few miscellaneous other pieces of furniture.

The city received quotes from three vendors for different chairs. Based on the average chair price, SOS furniture was the low quote. Staff reviewed samples from SOS Furniture and has worked with them on other past furniture projects so the quality of the chairs for the low price is acceptable.

- SOS Furniture – Average Chair Price - \$166
- State Contract Pricing – Average Chair Price - \$245
- Intereum – Average Chair Price - \$315
- This would be funded from the following:
 - \$17,642.80 - Workstation Replacement - City Hall line item in 2022 Facilities CIP-410-01-64-00-0000-42-453000
 - There was a \$350,000 budget. There is still in excess of \$100,000 in budget remaining that will cover this cost.

ROSEVILLE

Public Works Department

Memo

To: Michelle Pietrick Finance Director
cc: Jesse Freihammer, Public Works Director
From: Steve Zweber
Date: 3/31/2023
Re: Annual Pathway Reclaim and Pave

Every year the City rehabilitates segments of bituminous trails and parking lots. \$245,000 has been budgeted for this work in the 2023 CIP.

We received quotes for Lexington Park Parking Lot and pathway, County Rd B pathway, concrete sidewalk panels on Fernwood.

Quotes from:

| | |
|-----------------------------|--------------|
| T.A. Schifsky & Sons Inc. | \$112,540.50 |
| Bituminous Roadways Inc. | \$124,727.50 |
| FPI Paving Contractors Inc. | \$132,544.95 |

Award to low quote to T.A. Schifsky & Sons Inc.