

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: February 27, 2023
Item No.: 10.c

Department Approval

Michelle Dietrick

City Manager Approval

Sam J. 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 |
|----------------------------|----------------------------|--|------------|----------------------|--------------------|---------------------|
| Public Works (Storm Sewer) | Davey Resource Group, Inc. | Major vegetation removal to keep ditch operating as intended | (a) \$ | 600,000 | \$ 72,638 | 2023 CIP |

Key

Normal ditch maintenance occurs every year with inspections and follow up as needed to keep the ditch function as intended. Every five years the ditch should be mowed to keep volunteer trees and other vegetation managed to keep proper flow. The City did major maintenance in 2006 where a section of the ditch was mowed, graded and a retaining wall was added. Minor maintenance has been completed since 2006, but now vegetation has grown to the point where a thorough removal is needed to keep the ditch operating as intended.

(a)



Memo

To: Michelle Pietrick, Finance Director
From: Ryan Johnson, Environmental Manager
CC: Jesse Freihammer, Public Works Director
Date: February 22, 2023
Re: City Ditch 2 Maintenance

City Ditch 2 is west of Long Lake Rd, adjacent to the railroad tracks, and runs from Terminal Rd. north to County Rd D for ~ 1.5 miles. This ditch takes drainage from a majority of the area on the west side of 35W, and outlets into MTR Pond before outletting into New Brighton.

Normal ditch maintenance occurs every year with inspections and follow up as needed to keep the ditch function as intended. Every five years the ditch should be mowed to keep volunteer trees and other vegetation managed to keep proper flow. The city did major maintenance in 2006 where a section of ditch was mowed, graded, and a retaining wall is added.

Staff received quotes to do a major vegetation removal in 2023. Minor maintenance has been completed since 2006, but vegetation is now to the point where a thorough removal is needed to keep the ditch operating as intended.

- Davey Resource Group: \$72,638.00
- Husky Construction, Inc: \$139,883.71

This maintenance work would be funded from the Stormwater Utility Fund, Storm Water Infrastructure Rehabilitation, of which there is \$600,000 in the 2023 approved budget.

Staff recommend that the Council approve the quote of \$72,638.00 for the maintenance of City Ditch 2.