

**TO:** Michael C. Van Milligen, City Manager

**FROM:** Gus Psihoyos, City Engineer 

**DATE:** January 7, 2016

**SUBJECT:** SRF Green Alley Bid Set 7 – Year 1  
(CIP 7102450)

### **INTRODUCTION**

The enclosed resolution provides for the acceptance of the construction contract and the establishment of the Final Schedule of Assessments for the SRF Green Alley Bid Set 7 – Year 1 Project.

### **BACKGROUND**

Construction of permeable paver alleys will reduce the volume and peak flow of runoff to the Mississippi River while also reducing the pollutant load associated with stormwater runoff. As part of the restructuring of the State Revolving Fund (SRF) loan with the Iowa Department of Natural Resources, \$9.4 million was allocated to reconstruct 73 alleys in the Bee Branch Watershed. These alleys are to be reconstructed over a two year period.

The SRF Green Alley - Bid Set 7 Year 1 Project involved the reconstruction of three alleys in the Bee Branch Watershed. The alley locations are as follows:

- Alley between Ries St. and Merz St. from Stafford Street to Alley
- Alley between Windsor Ave. and Stafford St. from Ries St. to Merz St.
- Alley between Windsor Ave. and Stafford St. from Merz St. to 2432 Windsor Ave.

The SRF Green Alley Project Bid Set 7 Year 1 was completed by McDermott Excavating of Dubuque, Iowa, in the final contract amount of \$220,217.57, which is a 4.2% increase over the original contract of \$211,357.38. The cost increase is due to a sanitary sewer lateral that needed to be repaired during the project. The lateral ran along the alley and was damaged through construction. City records did not have the location of this sewer lateral. Normally sewer laterals are assessed to the property owner they serve but this lateral served a house the City rehabilitated and sold recently to a low to moderate income individual who qualified for 100% assistance.

## RECOMMENDATION

I recommend that the City Council accept the improvements and establish the final contract at \$220,217.57 and adopt the Final Schedule of Assessments for the SRF Green Alley - Bid Set 7 Year 1 Project.

## BUDGET IMPACT

The project cost summary for the SRF Green Alley Project Bid Set 7 Year 1 is as follows:

	<u>Award</u>	<u>Final</u>
Construction Contract	\$211,357.38	\$220,217.57
Contingency	21,483.30	0.00
Construction Engineering & Inspection	<u>35,447.45</u>	<u>33,032.64</u>
<b>Total Project Cost</b>	<b><u>\$268,288.13</u></b>	<b><u>\$253,250.21</u></b>

The project funding summary is as follows:

<u>CIP No.</u>	<u>Fund Description</u>	<u>Fund Amount</u>
7102450	SRF Green Alley Project	\$ 222,663.22
	Special Assessment – Alley Improvement, Residential	30,586.99
	Special Assessment – Alley Improvement, Commercial	0.00
	Special Assessment – Residential Deficiency	0.00
	<b>Total Project Funding</b>	<b><u>\$253,250.21</u></b>

## SPECIAL ASSESSMENTS

Based upon final construction costs, the total amount of alley improvement special assessments (not including voluntary assessments for extra work) for alley improvements is in the amount of \$30,586.99, which is 16.4% less than the preliminary special assessment estimate that was presented to the property owners and approved at the project public hearing. The average final assessment is \$899.62.

## FINANCIAL ASSISTANCE

Low- to moderate-income property owners subject to alley assessment will be eligible for financial assistance ranging from 20 to 100 percent of the alley assessment for the owner-occupied resident property depending on family size and income level. This financial assistance program is made available through the One Percent Local Option Sales Tax.

To allow sufficient administrative time to process financial assistance applications for low- to moderate-income families, eligible property owners will be given approximately 30 days from the date of mailing the Notice of Filing the Final Schedule of Assessments to apply for financial assistance that may reduce the amount of the assessment payable by the property owner.

During this 30-day period, assessments may be paid in full or in part without interest at the City of Dubuque, Office of the City Treasurer. After approximately 30 days, any unpaid assessment will be levied against said benefited property with the Dubuque County Treasurer and any balance over \$500 will be payable in 15 annual installments at the County Treasurer's Office, and will draw annual interest at three percent (3%).

Attached is the financial assistance chart that the City uses in determining financial aid availability for your reference. This chart is updated every year based on the US Department of Housing and Urban Development (HUD) guidelines.

**FINAL ASSESSMENT SCHEDULE**

The schedule for the Final Assessment process is as follows:

Council Approve Final Schedule of Assessments	January 19, 2016
Mail Final Special Assessments Notice to Property Owners	January 22, 2016
Mail Financial Assessment Information to Property Owners	January 22, 2016
Publish Notice of Final Assessment	1 <sup>st</sup> Publication: January 22, 2016
	2 <sup>nd</sup> Publication: January 29, 2016
Deadline for Financial Assistance Applications	February 23, 2016
Deadline for Paying Assessment to City, Without Interest	February 24, 2016

**ACTION TO BE TAKEN**

The City Council is requested to adopt the attached resolutions accepting the improvements, approving the Final Schedule of Assessments, establishing the final contract amount of \$220,217.57, and for the payment of the contract amount to McDermott Excavating for the SRF Green Alley - Bid Set 7 Year 1 Project.

Prepared by Jon Dienst, PE

- cc: Jenny Larson, Budget Director
- Don Vogt, Public Works Director
- John Klostermann, Street & Sewer Maintenance Supervisor
- Deron Muehring, Civil Engineer II
- Denise Ihrig, Environmental Engineer
- Ken TeKippe, Finance Director