



# MEMORANDUM

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TO: Community and Economic Development Committee

FROM: Matt Rehbein, Economic Development Specialist

DATE: November 20, 2017

RE: Proposal to Relocate Clay Fill in the Southpoint Commerce Park

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The City has approximately 3,000 cubic yards of clay in the Southpoint Commerce Park, located at the highly visible intersection of Vantage Drive & Eisenhower Road. This clay stockpile accumulated as the result of infrastructure projects by the City over numerous years. In consideration of future sales and marketing efforts, we would like to relocate or dispose of this soil. The Community and Economic Development Department (CEDD) has \$19,500 in the 2017 TIF #6 Budget to complete this project.

A Request For Proposals (RFP) was prepared by Community and Economic Development and Department of Public Works Staff and sent to four (4) contractors on October 13, 2017 (attached). One proposal was received in response to the RFP. Current workload was cited by two of the firms that chose not to respond.

MCC, Inc. submitted a proposal (attached) to complete the work for a lump sum fee of \$33,111.47. In preparing the budget for this work in 2016, it was anticipated this work would be completed as part of a 2017 DPW contract, resulting in some cost savings. The DPW project did not proceed, so this became a “standalone” project. Replacing sidewalk and meeting City erosion control standards comprise approximately 1/3 of the proposed cost of this project.

Staff from CEDD and DPW reviewed the qualifications, project experience, scope of work, cost and timing of the proposal and determined it does meet the requirements of the RFP. Unspent funds remain in the TIF #6 Budget from the electrical and gas installation in 2017 that are sufficient to cover the proposed cost of this project.

Staff Recommendation:

Community and Economic Development Staff is authorized to execute the contract for soils relocation with MCC, Inc. in an amount not to exceed \$33,111.47 under the terms outlined in the proposal dated October 26, 2017 **BE APPROVED**.