

**AGENDA**  
**MAPLE PLAIN CITY COUNCIL – WORKSHOP MEETING**  
**MAPLE PLAIN CITY HALL**  
**May 28, 2014**  
**5:30 PM**

- 1. CALL TO ORDER**
- 2. ADOPT AGENDA**
- 3. REVIEW OF CITY ADMINISTRATOR**
- 4. SHARED SERVICES WITH ORONO by Councilmember DeLuca**
- 5. CONTINUATION OF STRATEGIC GOAL PLANNING (if time permits)**
- 6. OTHER UPDATES AND BUSINESS**
  - A. Update on Fire Department**
  - B. Bench near Post Office**
  - C. Parks Commission Joint Meeting**
- 7. ADJOURNMENT**

**MAPLE PLAIN CITY COUNCIL GOALS**

<p><b>Become a destination City.</b></p>	<p><b>Strengthen relationships between citizens &amp; government.</b></p>	<p><b>Maintain infrastructure for future generations.</b></p>	<p><b>Create and maintain cost effective approach to government</b></p>	<p><b>Maintain a high level of public safety.</b></p>	<p><b>Create and maintain a thriving business community.</b></p>
<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>A. Beautify Highway 12</li> <li>B. Community Celebrations</li> <li>C. Increase rooftops</li> </ul>	<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>A. Consistent, Concise and Timely Communications</li> <li>B. Mend negative PR with community issues and stories</li> </ul>	<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>A. Maintain Water and Sewer Infrastructure</li> <li>B. Maintain road infrastructure</li> <li>C. Create equipment replacement plan</li> </ul>	<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>A. Shared services with neighboring communities</li> <li>B. Be Fiscally Responsible</li> <li>C. Create long-range financial plan</li> </ul>	<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>A. Safe and lighted streets</li> <li>B. Connect parks to regional park system.</li> <li>C. Maintain high-quality fire and police departments</li> </ul>	<p><b>OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>A. Create a downtown</li> <li>B. Redevelop the Gateway area</li> <li>C. Retain current businesses</li> </ul>

**Core Values**

<p><b>COMPASSION:</b> We strive to understand the circumstances and viewpoints of others, while making decisions to promote a peaceful, caring and safe community.</p>	<p><b>RESPONSIVENESS:</b> We provide services that address our citizens' needs.</p>	<p><b>TRANSPARENCY:</b> We conduct ourselves with openness in all aspects of our work. We seek feedback from all directions to achieve open communication and foster collaboration.</p>	<p><b>HONESTY:</b> We maintain open, honest, clear and effective internal and external communications.</p>	<p><b>INTEGRITY:</b> We foster the highest ethical standards.</p>
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**MISSION STATEMENT:** To enhance the quality of life for current and future generations of residents through strong leadership, effective stewardship and exceptional service.

**VISION STATEMENT:** Maple Plain will be a livable community recognized for its beauty, convenience to Twin Cities, exceptional schools and its strong sense of community amongst residents and businesses.

# Memorandum

**To:** Mayor and City Council Members  
**From:** Tessia Melvin, City Administrator  
**Date:** May 28, 2014  
**Re:** City Bench

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## **ACTION TO BE CONSIDERED**

To review the placement of the city bench by CDJ Concrete & Masonry, Inc.

### **FACTS**

- CDJ Concrete & Masonry, Inc. began work on the project in October 2013.
- The majority of the work was completed in 2013 except for benches and waste receptacles will be installed in the spring of 2014 per the contract schedule.
- Some spalling areas in the concrete have appeared after snow melt.
- The Contractor feels this is from salt use in the winter.
- The contractor is reviewing and will be forwarding his proposed method for correction. We will review and provide recommendations once this is received.
- The Contractor has installed one bench near the post office and one waste receptacle near McGarry's this spring.
- There were some questions if the location could be shifted due to the slope of the walk in this area. There is a location by the flag pole that may work, but there is still slope on the walk in this area.



Agenda Information Memorandum  
May 28, 2014 - Maple Plain City Council

#### IV. CONSENT AGENDA

#### D. MAIN STREETSIDEWALK IMPROVEMENTS – PAYMENT REQUEST NO. 3

#### ACTION TO BE CONSIDERED

To consider whether to approve payment to CDJ Concrete & Masonry, Inc. in the amount of \$3,085.60 for work done through May 19, 2013 on the above referenced project.

#### FACTS

- CDJ Concrete & Masonry, Inc. began work on the project in October 2013.
- The majority of the work was completed in 2013 except for benches and waste receptacles will be installed in the spring of 2014 per the contract schedule.
- Some spalling areas in the concrete have appeared after snow melt.
- The Contractor feels this is from salt use in the winter.
- The contractor is reviewing and will be forwarding his proposed method for correction. We will review and provide recommendations once this is received.
- The Contractor has installed one bench near the post office and one waste receptacle near McGarry's this spring.
- There were some questions if the location could be shifted due to the slope of the walk in this area. There is a location by the flag pole that may work, but there is still slope on the walk in this area.

#### ATTACHMENTS

Attached on page(s) \_\_\_\_ through \_\_\_\_ is Payment Request No. 3, plan sheet diagram, and picture of bench area.



Owner: City of Maple Plain, 1620 Maple St., P. O. Box 97, Maple Plain, MN 55359	Date: May 19, 2014
For Period: 12/4/2013 to 5/19/2014	Request No: 3
Contractor: CDJ Concrete & Masonry, Inc., 1530 Rainbow Ave., Maple Plain, MN 55359	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
 MAIN STREET SIDEWALK IMPROVEMENTS  
 STANTEC PROJECT NO. 193802384

SUMMARY

1	Original Contract Amount		\$	<u>96,220.81</u>
2	Change Order - Addition	\$	<u>7,660.50</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>103,881.31</u>
5	Value Completed to Date		\$	<u>97,270.61</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>97,270.61</u>
8	Less Retainage 5%		\$	<u>4,863.53</u>
9	Subtotal		\$	<u>92,407.08</u>
10	Less Amount Paid Previously		\$	<u>89,321.48</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	<u>3</u>	\$	<u><u>3,085.60</u></u>

Recommended for Approval by:  
**STANTEC**

Approved by Contractor:  
**CDJ CONCRETE & MASONRY, INC.**

Approved by Owner:  
**CITY OF MAPLE PLAIN**

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
<b>BASE BID:</b>							
1	MOBILIZATION	LS	1	3500.00		1	\$3,500.00
2	REMOVE CONCRETE CURB	LF	200	16.00		219	\$3,504.00
3	REMOVE CONCRETE CURB AND GUTTER	LF	30	21.50		38	\$817.00
4	REMOVE CONCRETE WALK	SF	1950	2.75		1920	\$5,280.00
5	REMOVE CONCRETE PATIO	SF	185	3.50		185	\$647.50
6	REMOVE BITUMINOUS PAVEMENT	SY	125	18.00		125	\$2,250.00
7	SALVAGE METAL RAILING	LF	25	5.00			\$0.00
8	REMOVE RETAINING WALL	SF	10	10.00		10	\$100.00
9	REMOVE METAL POST	EA	1	25.00		1	\$25.00
10	SAWCUT BITUMINOUS PAVEMENT	LF	270	4.50		270	\$1,215.00
11	SAWCUT CONCRETE WALK	LF	15	12.00		15	\$180.00
12	SALVAGE AND REINSTALL SIGN	EA	1	175.00		1	\$175.00
13	SALVAGE AND REINSTALL FLAG POLE	EA	1	800.00		1	\$800.00
14	SALVAGE AND REINSTALL MAIL BOX	EA	2	150.00		1	\$150.00
15	SALVAGE AND REINSTALL BIKE RACK	EA	4	100.00		2	\$200.00
16	COMMON EXCAVATION	CY	100	19.75		70	\$1,382.50
17	PATCH BITUMINOUS STREET	SQ YD	70	60.00		55	\$3,300.00
18	4" CONCRETE WALK (INCLUDES AGGREGATE BASE)	SQ FT	1500	8.50		1353	\$11,500.50
19	4" CONCRETE BANDING (INCLUDES AGGREGATE BASE)	SQ FT	350	18.00		290	\$5,220.00
20	CONCRETE STEP	SQ FT	20	20.00		11	\$220.00
21	TREE GRATE	EA	3	1609.67		3	\$4,829.01
22	STREET TREE	EA	3	1175.00		3	\$3,525.00
23	AGGREGATE SOIL	CY	55	90.28		50	\$4,514.00
24	PERENNIAL	EA	64	45.50		64	\$2,912.00
25	SHRUB	EA	11	89.50		11	\$984.50
26	PLANTING SOIL	CY	30	140.00		30	\$4,200.00
27	BENCH	EA	2	1848.00	1	1	\$1,848.00
28	TRASH RECEPTACLE	EA	1	1400.00	1	1	\$1,400.00
29	CONCRETE VALLEY GUTTER (INCLUDES AGGREGATE BASE)	SY	22	163.64			\$0.00
30	B618 CONCRETE CURB AND GUTTER (INCLUDES AGGREGATE BASE)	LIN FT	210	36.00		228	\$8,208.00
31	PEDESTRIAN CURB RAMP (INCLUDES AGGREGATE BASE)	SQ FT	170	10.50		170	\$1,785.00
32	TRUNCATED DOMES	SQ FT	24	44.00		24	\$1,056.00
33	TRAFFIC CONTROL	LS	1	2400.00		1	\$2,400.00
34	RESTORATION	LS	1	1000.00		0.75	\$750.00
35	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	2	200.00			\$0.00
36	PROTECTION OF CATCH BASIN, PAVED STREET	EA	1	200.00		1	\$200.00
	TOTAL BASE BID:						\$79,078.01
<b>ALTERNATE NO. 1: WIDEN SIDEWALK BY 2'</b>							
37	REMOVE BITUMINOUS PAVEMENT	SQ YD	40	18.00		40	\$720.00
38	4" CONCRETE WALK (INCLUDES AGGREGATE BASE)	SQ FT	300	8.50		300	\$2,550.00
39	4" CONCRETE BANDING (INCLUDES AGGREGATE BASE)	SQ FT	44	18.00		44	\$792.00
	TOTAL ALTERNATE NO. 1: WIDEN SIDEWALK BY 2'						\$4,062.00
<b>ALTERNATE NO. 2: CONCRETE APRON AT PARKING LOT ENTRANCE</b>							
40	REMOVE BITUMINOUS PAVEMENT	SQ YD	22	18.00		10	\$180.00
41	SAWCUT BITUMINOUS PAVEMENT	LF	25	4.50		25	\$112.50
42	REMOVE CONCRETE CURB	LF	10	16.00		10	\$160.00
43	CONCRETE DRIVEWAY APRON	SQ YD	35	163.64		40	\$6,545.60
44	PATCH BITUMINOUS STREET	SQ YD	5	60.00		5	\$300.00
45	CONCRETE VALLEY GUTTER (INCLUDES AGGREGATE BASE)	SQ YD	22	-163.64			\$0.00
	TOTAL ALTERNATE NO. 2: CONCRETE APRON AT PARKING LOT ENTRANCE						\$7,298.10
<b>CHANGE ORDER NO. 1</b>							
1	REMOVE CONCRETE CURB	LF	58	16.00		58	\$928.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
2	REMOVE CONCRETE CURB AND GUTTER	LF	20	21.50		20	\$430.00
3	REMOVE BITUMINOUS PAVEMENT	SY	40	18.00		40	\$720.00
4	SAWCUT BITUMINOUS PAVEMENT	LF	75	4.50		75	\$337.50
5	COMMON EXCAVATION	CY	12	19.75		12	\$237.00
6	PATCH BITUMINOUS STREET	SY	20	60.00		17	\$1,020.00
7	B618 CONCRETE CURB AND GUTTER (INCLUDES AGGREGATE BASE)	LF	78	36.00		60	\$2,160.00
8	ADDITIONAL RESTORATION (SOD AND WOOD CHIPS)	LS	1	1000.00		1	\$1,000.00
	TOTAL CHANGE ORDER NO. 1						<u>\$6,832.50</u>

TOTAL BASE BID:	\$79,078.01
TOTAL ALTERNATE NO. 1: WIDEN SIDEWALK BY 2'	\$4,062.00
TOTAL ALTERNATE NO. 2: CONCRETE APRON AT PARKING LOT ENTRANCE	\$7,298.10
TOTAL CHANGE ORDER NO. 1	<u>\$6,832.50</u>
<b>TOTAL WORK COMPLETED TO DATE</b>	<b><u>\$97,270.61</u></b>

**PROJECT PAYMENT STATUS**

OWNER CITY OF MAPLE PLAIN  
 STANTEC PROJECT NO. 193802384  
 CONTRACTOR CDJ CONCRETE & MASONRY, INC.

**CHANGE ORDERS**

No.	Date	Description	Amount
1	9/23/2013	This Change Order provides additional work on this project. See Change Order.	\$7,660.50
<b>Total Change Orders</b>			\$7,660.50

**PAYMENT SUMMARY**

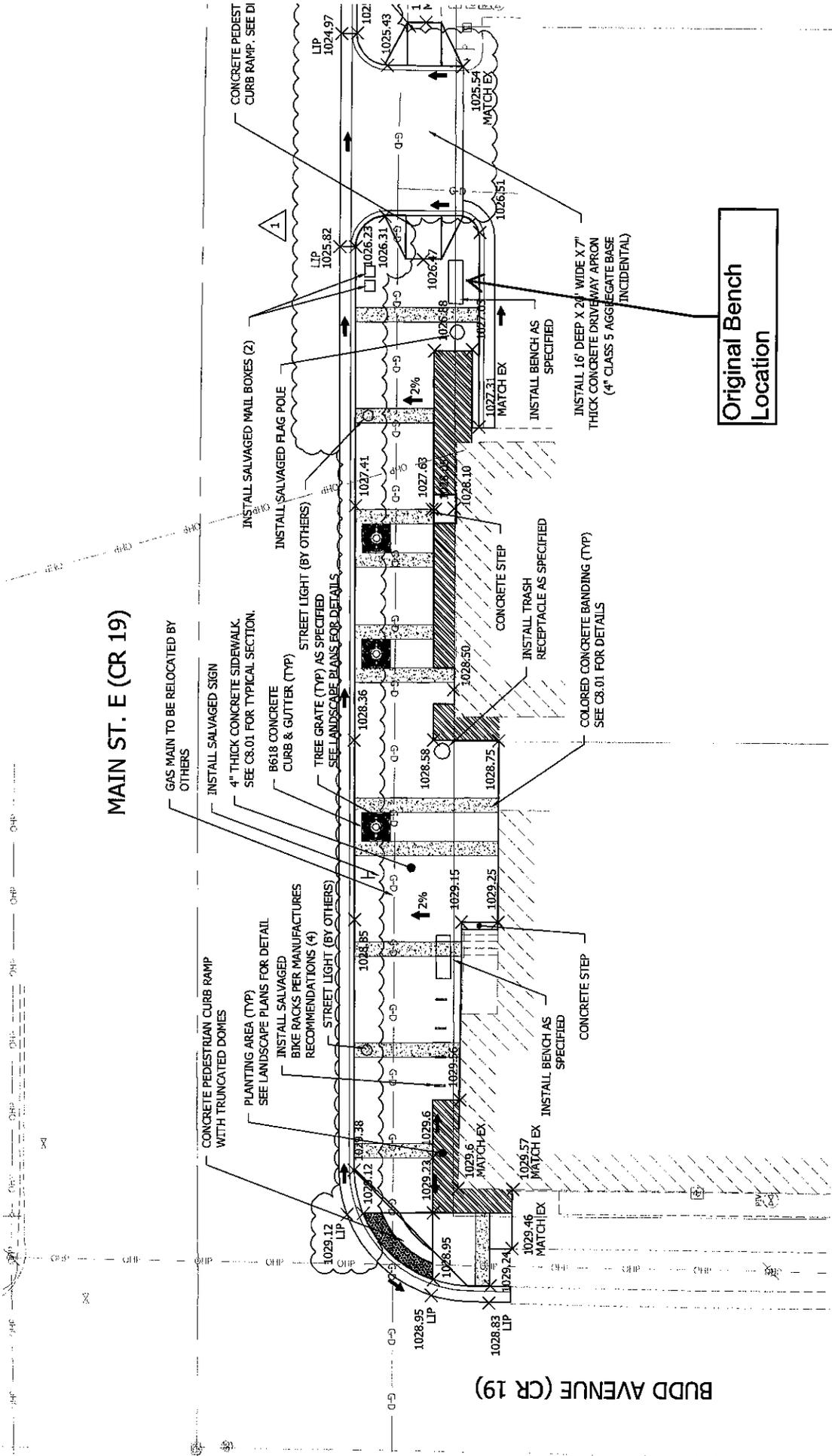
No.	From	To	Payment	Retainage	Completed
1	10/04/2013	11/07/2013	79,781.10	4,199.01	83,980.11
2	11/08/2013	12/03/2013	9,540.38	4,701.13	94,022.61
3	12/04/2013	05/19/2014	3,085.60	4,863.53	97,270.61

**Material on Hand**

Total Payment to Date		\$92,407.08	Original Contract	\$96,220.81
Retainage Pay No.	3	4,863.53	Change Orders	\$7,660.50
Total Amount Earned		\$97,270.61	Revised Contract	\$103,881.31

MAIN ST. E (CR 19)

BUDD AVENUE (CR 19)



Original Bench Location

GAS MAIN TO BE RELOCATED BY OTHERS

INSTALL SALVAGED SIGN

4" THICK CONCRETE SIDEWALK. SEE CS.01 FOR TYPICAL SECTION.

B618 CONCRETE CURB & GUTTER (TYP)

TREE GRATE (TYP) AS SPECIFIED. SEE LANDSCAPE PLANS FOR DETAILS.

STREET LIGHT (BY OTHERS)

INSTALL SALVAGED MAIL BOXES (2)

INSTALL SALVAGED FLAG POLE

INSTALL 16' DEEP X 24" WIDE X 7" THICK CONCRETE DRIVEWAY APRON (4" CLASS 5 AGGREGATE BASE INCIDENTAL)

INSTALL BENCH AS SPECIFIED

INSTALL TRASH RECEPTACLE AS SPECIFIED

COLOR CONCRETE BANDING (TYP) SEE CS.01 FOR DETAILS

CONCRETE STEP

CONCRETE STEP

INSTALL BENCH AS SPECIFIED

CONCRETE STEP

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