

## City of Bethel Action Memorandum

Action memorandum No.	19-58		
Date action introduced:	September 10, 2019	Introduced by:	William F. Howell, Acting City Manager
Date action taken:	September 10, 2019	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

**Action Title:** Direct Administration to negotiate and execute an Engineers Joint Contract Documents Committee (EJCDC) contract with DOWL to complete the scope of work on the Avenues Water and Sewer Improvements Project, as required by the USDA-Rural Development.

**Attachment(s):** (1) EJCDC Agreement Between DOWL and City of Bethel for Professional Services Associated with the Avenues Water and Sewer Improvements Project.

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	NA
	Funds in City FY 2020 Budget.	
<b>\$975,800</b>	Project bond funds from First National Bank in the amount of \$8,250,000.	20-50-643

### Summary Statement

The City of Bethel and First National Bank signed interim financing documents during the week ending August 31, 2019 that provided partial funding (\$8,250,000) to complete the Avenues Water and Sewer Improvement Project. The interim financing through the bank is a condition required by USDA before USDA's fully funded grant/loan (bond) is approved.

The City of Bethel's municipal engineer firm, DOWL, was contracted to serve the City for five years through a competitive bid process in 2017. DOWL generated this special EJCDC contract to meet a USDA requirement. This EJCDC contract focuses specifically on the Avenues Water and Sewer Improvements Project and has no bearing on other services or projects on which DOWL is currently working on with and for the City.

The DOWL contract for the Avenues project contains a rounded cost estimate for services of \$975,800. This contract includes topographical survey, geotechnical investigations, design study report, design documents, regulatory approvals, bid documents, and project management services. DOWL will complete a host of pre-construction work and guide the City in selecting a contractor to complete construction. DOWL will provide contract administration services after the contractor is selected to ensure that construction is done according to design specifications. USDA requires an engineer to be involved with the project from start to finish.