



## MEMORANDUM

TO: Honorable Mayor and City Council, Project Management Team  
c/o Jeff Hulsether, PE – City Engineer

FROM: Scott D. Hedlund, PE, PMP

DATE: June 30, 2016

RE: Brainerd Lakes Regional Airport Utility Extension  
***Bi-Monthly Project Status Update***  
SEH No. BRDMN 131759 20.00

The following is an update on the status of the Construction Phase of the project:

- I. Construction Progress
  - A. Construction started April 11, 2016 in the Lum Park area.
  - B. Horizontal Directional Drilling (HDD)
    1. Area 1
      - a. 12-inch gravity sanitary sewer under Lum Park Road has been installed.
      - b. 6-inch sewer force main between Pine Shores Road and Jordan Road has been installed.
      - c. 12-inch water main between the new booster station site in Lum Park and 13<sup>th</sup> Avenue NE, and along 13<sup>th</sup> Avenue NE between I Street and TH 210 has been installed.
      - d. 16-inch water main under Lum Park Road has been installed.
      - e. 16-inch water main along TH 210 between Pine Shores Rd and approximately 600 feet east (Station 258+50) has been installed.
      - f. **12-inch gravity sewer along TH 210 between Lum Park and Ash Ave (between manholes SS4 and SS7) has been installed. (1) Contractor is addressing grade issues.**
      - g. **16-inch water main along TH 210 between manholes SS4 and SS6 started.**
      - h. **Ongoing grade verification and testing.**
    2. Area 2
      - a. 6-inch sewer force main pipe has been installed.
  - C. Jack Bore Steel Casings Under TH 210 (Project Area 1)
    1. Sewer and water crossings approximately 400 feet east of Lum Park Road
      - a. Casing and sanitary sewer carrier pipe have been installed.
      - b. **Casing for water main started, hit boulder obstruction 50 feet on 6/10/16.**



II. Construction Schedule/Staging

- A. The Contractor has conveyed the following general construction schedule/staging plans (subject to change):
1. **Complete most of the work in the Lum Park area outside of the lift station site in July.**
  2. Ongoing booster and lift station site construction in Lum Park.
  3. Continue pipe installation in Area 1 along and under TH 210 generally moving east from Lum Park.
    - a. Jack bores are planned to continue through early September.
    - b. HDD work is planned to continue through August.
    - c. Ongoing open cut manhole, pipe, and tie-in work.
  4. Area 2 work is near substantially complete, testing remains.
  5. **Complete (Area 3) E Street first lift paving by end of June/early July with final paving and turf restoration by the end of June.**
  6. **Complete sewer lining on E Street west of League Avenue (Area 4) mid-July.**
- B. To help address the consultant team's observations that the Contractor's original schedule may be slipping, SEH created a computer generated sequencing and scheduling plan from the first two schedules submitted by the Contractor, shared them with the Contractor, and discussed with the project team.
1. With Application for Payment No. 2, SEH implemented the changes/updates the Contractor wanted into an updated sequencing and scheduling plan dated June 13, 2016 and distributed to the project team.
    - a. This will be the planned process each month as the project moves forward.

III. External Communications

- A. The latest monthly project update construction newsletter to property owners along the project corridor was mailed out June 9th.
- B. A separate mailing to Area 4 property owners only went out June 24<sup>th</sup> advising that sewer lining work on E Street is planned to start in the next few weeks.**
- C. Project website → <http://www.sehinc.com/online/brd>
1. Has monthly construction project update newsletters, project location map, PMT meeting minutes, City update memos, and basis of design report available for viewing and download.

IV. Overall Schedule

- A. Construction
1. City Council Award Construction Contract: February 22, 2015
  2. Notice To Proceed: March 17, 2016
  3. Preconstruction Conference: April 5, 2016
  4. Started Construction: April 11, 2016
  5. Weekly Construction Progress Meetings: Tuesdays at 9:30am, Lum Park (subject to change)
  6. Contract Construction Substantial Completion Date: October 21, 2016
  7. Contract Construction Final Completion Date: December 14, 2016

V. Budget Status

- A. Construction Contract (low bid Tom's Backhoe Service): \$8,591,721.58
1. Applications For Payment
    - a. Work Through 5/31/16:
      - (1) Work Certified (including Materials Stored On-Site): \$1,369,366.94
      - (2) Retainage (5%): \$68,468.35
      - (3) Total Amount Paid To Date: \$1,300,898.59**
    - b. **Payment #2 for \$842,075.11 was approved by the City Council on 6/20/16.**

2. Change Orders:
  - a. Change Order No. 1 for \$9,750 for adding a necessary sewer force main air release manhole at the intersection of 13<sup>th</sup> Avenue NE and I Street was approved on 5/16/16.
  - b. Change Order No. 2 for -\$775.00 for combination of adding casing lengths in certain areas to avoid existing private utilities and a credit for reducing casing diameters for all 8-inch water main carrier pipe is planned for city council approval on 7/5/16.
  - c. **Future Change Order related to the jack bore steel casing installations is anticipated for addressing boulders in casing paths at Lum Park crossings.**
  - d. **Possible future Change Order related to buried concrete rubble along TH 210/ Anderson Brothers Construction yard.**
- B. Consultant budget (construction):
  1. Approved construction services contract: \$623,092.00.
  2. Invoiced to date: \$160,897.08.
  3. Scope changes:
    - a. The intensity of construction observation needed to date is higher than assumed for the consultant contract; contractor has been working at times 6 days a week during daylight hours and his schedule appears to be slipping; consultant contract is hourly and will continue to be monitored; a fee amendment request would be brought forward in the future if at such time overall construction observation hours are projected to be exceeded.

Attachment – project location map  
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# BRAINERD AIRPORT UTILITY EXTENSION

## BRAINERD, MINNESOTA

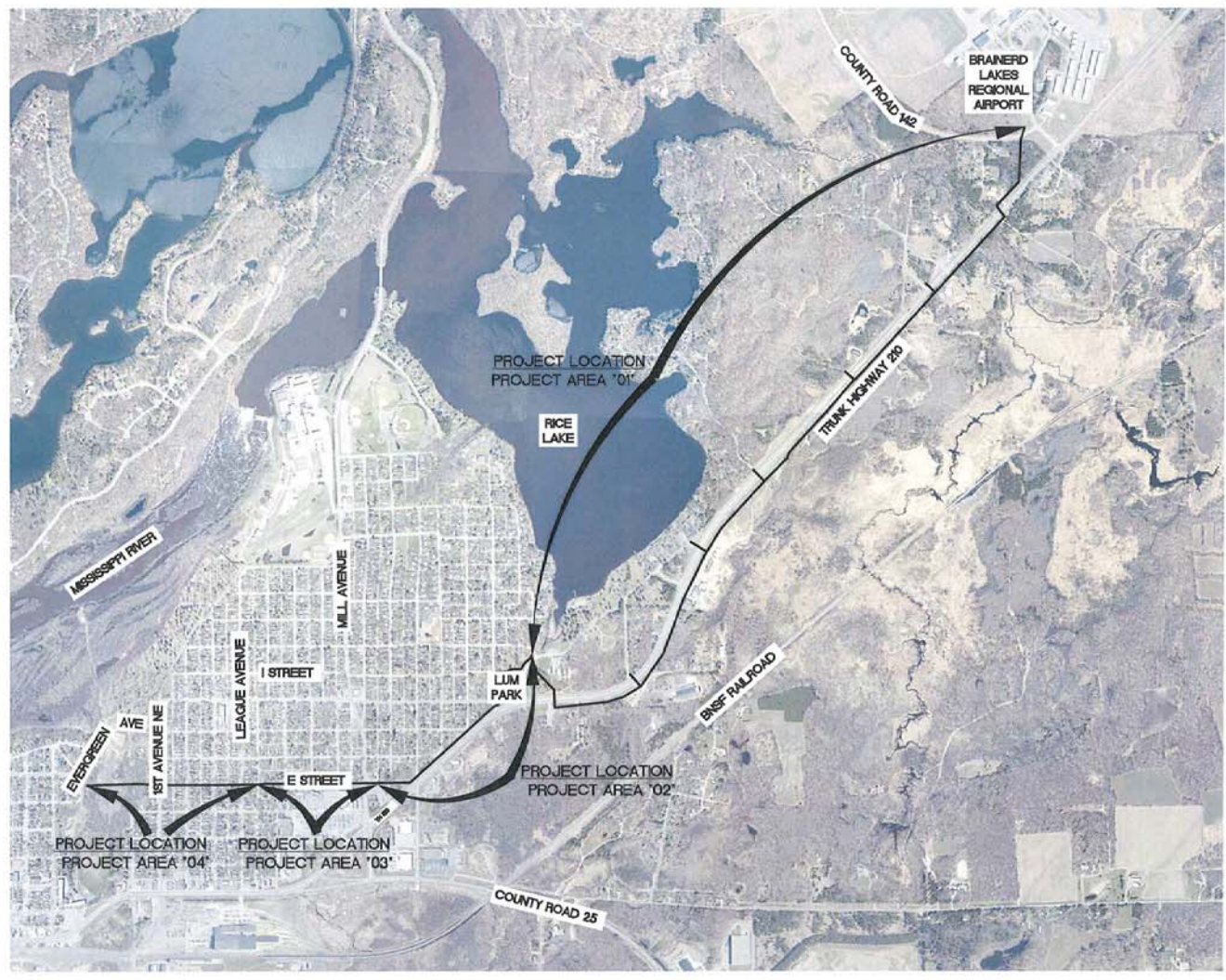
### PUBLIC IMPROVEMENT NUMBER 14-15



Know what's below.  
Call before you dig.

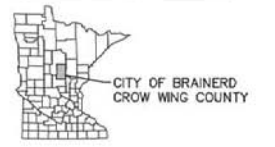


PLAN REVISION SUMMARY				
1	JLS	01/12/16	ADDENDUM 1	COMPLETE SET
2	BDY	03/28/16	ADDENDUM 2	0303,01P6,01P8,01E16,04G2
3	BDY	03/28/16	ADDENDUM 3	0303,004,001,01E13,01E15,001,01C3, 01C8,01C13,01C19,04C2
4	BDY	03/28/16	ADDRESS MOH	PLAN REVIEW COMMENTS - 01C5, 01C11,01C21,01P2,01P3,02C4,02C5



#### CONSTRUCTION DOCUMENTS

#### PROJECT LOCATION



BRAINERD, MINNESOTA

#### CITY OFFICIALS

- MAYOR \_\_\_\_\_ ED MENK
- CITY ADMINISTRATOR \_\_\_\_\_ JIM THOREEN
- CITY COUNCIL \_\_\_\_\_ SUE HILGART
- \_\_\_\_\_ MARY KOEP
- \_\_\_\_\_ CHIP BORKENHAGEN
- \_\_\_\_\_ DAVID PRITSCHET
- \_\_\_\_\_ KELLY BEVANS
- \_\_\_\_\_ GARY SCHEELER
- \_\_\_\_\_ GABE JOHNSON
- CITY ENGINEER \_\_\_\_\_ JEFF HULSETHNER
- PUBLIC UTILITIES \_\_\_\_\_ SCOTT MAGNUSON

APPROVED: *[Signature]* 12-21-15  
CITY ENGINEER DATE

*[Signature]* 12-21-15  
PROJECT MANAGER DATE

*[Signature]* 12-21-15  
PROJECT ENGINEER DATE

NOTE:  
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-92 ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."  
THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.



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