



WEST DES MOINES WATER WORK BOARD OF TRUSTEES MEETING COMMUNICATION

DATE: March 19, 2018

ITEM:

7. Construction Project Actions
 - c. 2018 Veterans Parkway Water Main Extension
2,700 feet North of Willow Creek Street to South of SE Browns Woods Drive
(Water Works Projects No. 00800-120-16005A)
 1. Resolution – Ordering Construction of Certain Public Improvements
and Fixing the Date, Time and Place for a Public Hearing Thereon
and for taking of Bids Therefor
(Bids: 2:00 P.M. April 4, 2018; Public Hearing: 4:05 P.M., April 16, 2018)

FINANCIAL IMPACT:

\$288,000 budgeted for Water Main Extension

SUMMARY:

This request starts the process toward awarding a construction contract for the 2018 Veterans Parkway Water Main Extension Project, provided the bids received are acceptable. This project will extend water main for a development planned for 2018 construction.

This is the second portion of a larger project originally budgeted for 2016 construction. Three residential developments are planned for the area. Upon communication with the developers, the initial approximately ½ of the project was installed in 2017. This project will complete the original planned length of water main.

BACKGROUND:

The West Des Moines Water Works has established the South Area Water Connection Fee District to install the large diameter water mains which will serve this developing area. These mains are installed by the Water Works as development occurs and are funded by the per acre fee assessed to the area. This fee will be invoiced at the time of final platting.



WEST DES MOINES WATER WORK BOARD OF TRUSTEES MEETING COMMUNICATION

RECOMMENDED ACTION BY THE BOARD OF TRUSTEES:

The resolution entitled "A Resolution Ordering Construction of Certain Public Improvements and Fixing the Date, Time and Place for a Public Hearing Thereon and for Taking of Bids Therefor" Attached to and made a part of these minutes, be adopted.

Prepared by:

William J. Mahoney

Approved for Content by:

D. Wilson

**PROCEEDINGS OF THE BOARD OF TRUSTEES
OF THE WEST DES MOINES WATER WORKS**

CONSTRUCTION PROJECT MINUTES

March 19, 2018

The Board of Trustees of the West Des Moines Water Works, West Des Moines, Iowa, met in regular session, at 4:00 o'clock P.M. on the above date. There were present Chair Brian Rickert and the following named members of The Board of Trustees were present or absent as shown in the following table:

Trustee	Present	Absent
Scott Brennan	_____	_____
Jody Smith	_____	_____
Gretchen Tegeler	_____	_____
Mary Thomsen	_____	_____

* * * * *

In accordance with the agenda for this meeting, as approved by The Board of Trustees, at the appropriate time in the meeting:

Trustee _____ introduced the following Resolution entitled "A RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS AND FIXING THE DATE, TIME AND PLACE FOR A PUBLIC HEARING THEREON AND FOR TAKING OF BIDS THEREFOR," and moved that the same be adopted.

Trustee _____ seconded the motion to adopt the Resolution. The roll was called and the vote was:

Trustee	Yes	No	Pass	Absent
Scott Brennan	_____	_____	_____	_____
Brian Rickert	_____	_____	_____	_____
Jody Smith	_____	_____	_____	_____
Gretchen Tegeler	_____	_____	_____	_____
Mary Thomsen	_____	_____	_____	_____

Whereupon the Chair declared the following Resolution duly adopted:

A RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS AND FIXING THE DATE, TIME AND PLACE FOR A PUBLIC HEARING THEREON AND FOR TAKING OF BIDS THEREFOR

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the 2018 Veterans Parkway Water Main Extension 2,700 feet North of Willow Creek Street to South of SE Browns

Woods Drive (Water Works Projects No. 00800-120-16005A), and The Board of Trustees has caused to be prepared plans, specifications and form of contract, together with an estimate of costs, which are now on file in the office of the General Manager and Secretary for public inspection, for the construction of said public improvements, and said plans, specifications and form of contract are deemed suitable for the making of said public improvements; and

WHEREAS, before said plans, specifications, form of contract and estimate of costs may be adopted, and a contract for the construction of the public improvements be entered into, it is necessary, pursuant to Division VI of Chapter 384 of the Code of Iowa, to hold a public hearing and to advertise for bids,

**NOW, THEREFORE, BE IT RESOLVED
BY THE BOARD OF TRUSTEES OF THE WEST DES MOINES
WATER WORKS, AS FOLLOWS:**

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as 2018 Veterans Parkway Water Main Extension 2,700 feet North of Willow Creek Street to South of SE Browns Woods Drive (Water Works Projects No. 00800-120-16005A), in the manner set forth in the plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the published Notice of Public Hearing – Notice to Bidders; said public improvements being more specifically described as:

Project Description

Furnish all labor, materials and equipment necessary to construct the project, including approximately 2,000 linear feet of 16" diameter water main, fire hydrants and valves, connection to existing system, surface restoration, and miscellaneous associated work.

Section 2. That the amount of the bid security to accompany each bid shall be in amount which shall conform to the provisions of the notice to bidders approved as part of said specifications.

BE IT FURTHER RESOLVED, that the General Manager and Secretary be and is hereby directed to post notice of letting once in a relevant contractor plan room service with statewide circulation and a relevant construction lead generating service with statewide circulation and on an internet site sponsored by the West Des Moines Water Works or a statewide association that represents the Water Works. Posting shall be not less than thirteen clear days nor more than forty-five days prior to April 4, 2018 which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 2:00 P.M., on said date.

Bids shall be received and opened at a public meeting, to be held in the conference room of the A.C. Ward Municipal Water Treatment Plant, 1505 Railroad Avenue,

West Des Moines, Iowa and presided over by the General Manager and Secretary of West Des Moines Water Works, who shall receive the bids as provided in the public notice and the results of said bids shall be considered at the meeting of this Board on April 16, 2018, at 4:05 P.M.

BE IT FURTHER RESOLVED, that the General Manager and Secretary be and is hereby directed to publish public notice of hearing in the *Des Moines Register*, a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City . Publication to be not less than four clear days nor more than twenty days hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for said project, said hearing to be at 4:05 P.M. on April 16, 2018.

PASSED AND APPROVED, this 19th day of March, 2018.

THE BOARD OF TRUSTEES, WEST DES MOINES WATER WORKS

Attest:

Brian Rickert
Chair

Diana Wilson
General Manager

* * * * *

CERTIFICATE

STATE OF IOWA)
) ss
COUNTIES OF POLK, DALLAS,)
 MADISON AND WARREN)

I, the undersigned General Manager and Secretary of The Board of Trustees of the West Des Moines Water Works, West Des Moines, Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of said Water Works showing proceedings of The Board of Trustees, and the same is a true and complete copy of the action taken by said Board with respect to said matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of said agenda being attached hereto) pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by said law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board vacancy existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal hereto affixed this 19th day of March, 2018.

seal

Diana Wilson
General Manager and Secretary
Board of Trustees
West Des Moines Water Works
West Des Moines, Iowa

