

CITY OF CRETE, NEBRASKA
CITY COUNCIL REGULAR MEETING
March 5, 2019

Notice of the meeting was given by posting and publishing in The Crete News, the appointed method for giving notice as shown by the Proof of Publication attached to the minutes. Advance notice of the meeting was also given to the Mayor and City Council. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open Meetings Act, Laws of the State of Nebraska in the back of the Council Chambers. Additional copies are available to read. The City may consider items listed on the agenda in random order. All proceedings shown were taken while the meeting was open to the attendance of the public.

Those in attendance pledged allegiance to the flag.

1. Open Meeting

Parks and Recreation Committee Chair Brian Carnes called the meeting to order at 5:36pm.

2. Roll Call

Brian Carnes: Present

Jack Oelschlager: Present

Dale Strehle: Present

Present: 3.

Also present: City Administrator Tom Ourada, City Clerk Judi Meyer, Finance Director Judi Meyer, other City Council members, members of the public.

3. Special Order of Business

3.A. Tuxedo Park Restroom Additional Services Contract with JEO for \$13,100 for Bidding and Construction Administration

Table consideration of the additional services contract until further information is available. Carried with a motion by Dale Strehle and a second by Jack Oelschlager.

Brian Carnes: Aye, Jack Oelschlager: Aye, Dale Strehle: Aye

Aye: 3, No: 0

Tom Ourada reported that the engineers determined that the location of the new restroom is located in a floodplain. The city is looking into construction methods to meet floodplain construction requirements at an affordable cost.

4. Officers' Reports

5. Adjournment

The meeting was adjourned at 5:38pm.

Mayor

(SEAL)

City Clerk-Treasurer

I, Jerry Wilcox, City Clerk for the City of Crete, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Mayor and Council. I hereby certify that a copy of the Open Meetings Act was posted in the back of the Council Chambers. I certify that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk. I certify that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting and that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public. I certify that the minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of the City Council. I certify that all news media requesting notification concerning meetings of the City Council were provided with advance notification of the time and place of said meeting and the subjects to be discussed.

City Clerk-Treasurer

(S E A L)



Approval to Proceed with Additional Services

Project: Crete Park Restroom, Crete, NE

Project Number: R182080.00

Date: 2/21/2019

Project Manager: Corey E. Brodersen

Project Coordinator: Ryan Dorfmeier

Billing Group: Additional Services

Scope of Services:

JEO has been asked to provide additional services under the original active contract to provide bidding and construction administration services. What follows is a general scope of service and lump sum fee for JEO's continued services:

Bidding Phase Services:

- Issue plans and spec's – Bid advertisement
- Answer contractor questions
- Develop any necessary addendums prior to bid
- Facilitate a project bid opening at JEO's Lincoln office
- No pre-bid meeting is included in this fee
 - **Lump Sum Fee for Bidding Phase - \$3,500**

Construction Administration Services:

- Develop agreement between Owner and Contractor - \$250
- Facilitate a pre-construction meeting in Crete, NE - \$500
- Review pertinent shop drawings – \$3000
- Develop proper documentation for changes to the work – \$3250
- Provide up to 3 onsite reviews during construction – these site visits shall coincide with approval of contractor's pay application – \$1,850
- 1 onsite punch list review at project substantial completion – \$750
- 11-month review - NIC by Owner
 - **Lump Sum Fee for Construction Administration Phase – \$9,600**

By signing this Approval to Proceed with Additional Services the City of Crete agrees to the request for additional services, the scope and fee herein, and will pay JEO for the services once completed and invoiced. All other services beyond this additional services scope and fee will be presented as a separate additional services agreement/approval.

Printed name and title:

Signature:

Date:

**Upon completion of this form, please return it to JEO Architecture, Inc.*