

BILL NO. 41

ORDINANCE NO. 2024-41


AN ORDINANCE OF THE CITY OF TRENTON, MISSOURI, APPROVING A PROPOSAL/WORK ORDER BY AND BETWEEN THE CITY OF TRENTON, MISSOURI, AND HOWE COMPANY, LLC FOR CITY HALL DRAINAGE IMPROVEMENTS AND AUTHORIZING THE MAYOR AND CITY CLERK OF THE CITY OF TRENTON, MISSOURI, TO EXECUTE THE SAME BY AND ON BEHALF OF SAID CITY.

BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF TRENTON, MISSOURI, AS FOLLOWS, TO WIT:

Section 1. The Mayor and City Clerk of the City of Trenton, Missouri, are hereby authorized and directed to execute said Proposal, between Howe Company, LLC and the City of Trenton in and on behalf of the City of Trenton, Missouri. Said proposal is attached to this Ordinance as Exhibit A.

Section 2. This Ordinance shall be in full force and effect immediately from and after its passage and approval.

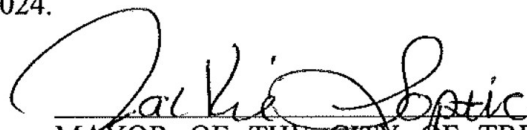
PASSED this 12th day of August, 2024.


MAYOR AND EX OFFICIO PRESIDENT OF
THE CITY COUNCIL OF THE CITY OF
TRENTON, MISSOURI

ATTEST:


CITY CLERK - Asst

APPROVED this 12th day of August, 2024.


MAYOR OF THE CITY OF TRENTON,
MISSOURI

FILED this 12th day of August, 2024.


CITY CLERK - Asst

Work Order No. ____ City Hall Drainage Improvements

Page 1 of 2

Project Location: See attached Exhibit 1A (Blue Dashed Lines and Orange Square)

Background Information: The City of Trenton intends to install new storm drainage along W. 11th Street, Chestnut Street, and W. 10th Street. The City also intends to grade the gravel parking lot in front of City Hall to allow water to drain into the new storm drain.

Scope of Services Provided by Howe Company, LLC:

Design Services

Lump Sum = \$45,000.00

- Perform mapping effort for the project site.
- Prepare preliminary plans of the street and drainage improvements.
- Review preliminary design with City staff.
 - Make minor revisions based on feedback from City staff.
- Prepare final construction plans and specifications for City of Trenton staff to construct the project.
 - Make minor revisions based on feedback from City staff.

Bidding Service

Lump Sum = \$5,000.00

- Consult with Trenton Utility management to establish a bid date and time.
- Prepare the project advertisement and send to the local paper, Construct Connect and Eplan plan rooms.
- Issue hard copy and PDF version of bid documents to parties that pay Howe Co for those documents. One copy of bid document will be issued to the City for local contractors to view.
- Administer a pre-bid conference and issue an addendum with meeting minutes and answers to questions.
- Issue additional addenda as necessary.
- Attend and assist with the bid opening.
- Evaluate the bids and make a recommendation regarding an award of the contract. Deliver Notice of Award and Recommendation letter in PDF form by email.

City of Trenton Initials: _____

Howe Co Initials:  _____

Work Order No. ____ City Hall Drainage Improvements

Page 2 of 2

Construction Contract Administration **Lump Sum=\$6,000.00**

- Upon receipt of the signed Notice of Award from the City, assemble the construction contracts and notify the contractor of the award and direct him to obtain bonds and insurance.
- Coordinate and administer a pre-construction meeting and signing of contracts.
- Issue meeting minutes.
- Review material submittals and shop drawings.
- Review certified payroll reports from the contractor.
- Review pay requests and recommend payment by the City, when appropriate.
- Coordinate the closeout of the contract.

Estimated Reimbursable Expenses for Design, Bidding, and Construction Contract Administration = \$600 - mileage for 5 round trips.

Construction Observation **Hourly Basis**

- Upon request by Utility/City manager, make site visits to observe construction or consult on a situation encountered during construction.
- Estimated Reimbursable Charges per trip = \$116.00

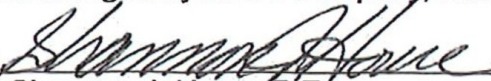
Authorized by City of Trenton on this date: _____

Authorization Signature: _____

Authorized Printed Name: _____

Authorized Title: _____

Acknowledged by Howe Company, LLC on this date: _____

By: 
Shannon J. Howe, P.E.
Howe Company, LLC – Manager/Owner

Trenton, MO

Establish A - City Hall Drainage Improvements



235.6 0 117.80 235.6 Feet

1 in. = 118ft.



This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries. THIS MAP IS NOT TO BE USED FOR NAVIGATION.



Legend

Notes