



CARVER COUNTY

minnesota

Carver County Board of Commissioners
June 9, 2020
Special Session

Under Minnesota Statute 13D.021 the County Board has made a determination that an in-person meeting is not practical or prudent because of a health pandemic and an emergency has been declared under chapter 12.

The physical meeting location (Board Room) is closed because it is not feasible to be open due to the health pandemic. This meeting will be conducted via video teleconference due to COVID-19 concerns. Individuals who wish to provide public comments related to the meeting can do so by email at: admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516.

**The meeting will be webcast live
at: <https://www.youtube.com/user/CarverCountyMN/live>**

Commissioners Degler will be attending the meeting in person. Commissioners Ische, Maluchnik, Lynch, and Workman’s attendance at the special meeting location is not feasible due to the health pandemic.

9:00 a.m.	1.	a) CONVENE b) Pledge of allegiance c) Attendance Roll Call d) Public comments submitted via email/voice mail	
	2.	Agenda review and adoption	
	3.	Approve minutes of June 2, 2020, Regular Session	1-4
	4.	Community Announcements	
9:05 a.m.	5.	CONSENT AGENDA	
		<i>Finances: Improve the County’s financial health and economic profile</i>	
	5.1	Extend Penalty Waiver for Late Payment of 2020 First Half Property Taxes to July 15 th	5
	5.2	Review/Social/Commissioners’ Warrants.....	NO ATT
9:05 a.m.	6.	CONNECTIONS: Develop strong public partnerships and connect people to services	
	6.1	Recognition of William Anderson	6-7

9:15 am.	7.	COMMUNITIES: <i>Create and maintain safe, healthy and livable communities</i>	
	7.1	Award Contract for TH 5 Regional Trail Arboretum Connection Project	8-14
	7.2	Carver County Strategic Plan Update	15-37
	7.3	Covid-19 Phase I Update #2.....	38-45

10:15 a.m. **ADJOURN SPECIAL SESSION**

David Hemze
County Administrator

UPCOMING MEETINGS

June 16, 2020	4:00 p.m. County Board Meeting
June 23, 2020	9:00 a.m. County Board of Equalization Meeting
June 30, 2020	No Meeting
July 7, 2020	9:00 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was conducted via video teleconference due to COVID-19 concerns on June 2, 2020. Vice Chair Gayle Degler convened the session at 9:02 a.m.

Members present: Gayle Degler, Vice Chair, (present in County Board Room), James Ische, Randy Maluchnik, Tim Lynch and Tom Workman (present via video teleconference).

Members absent: None.

Vice Chair Degler welcomed the public to the June 2nd video conferenced Board meeting. He recognized the recent civil unrest caused by the tragic death of George Floyd and the difficult times given the impact of COVID-19. On behalf of the Board, he extended thoughts and well wishes to citizens as they try to restore safety and peace and come together in a united way. He explained while the Government Center was closed due to the pandemic, he was speaking from the Board Room and Commissioners Ische, Lynch, Maluchnik and Workman have videoconferenced in. He noted public comments can be submitted either by email or voice mail.

Under public comments, Vice Chair Degler acknowledged the receipt of comments from Karen Johnson Leuthner, 15735 38th Street, Mayer, to be entered into the record.

The following amendment was made to the agenda:

Add Resolution to consent item 5.3-State Highway 7 Detour Agreement.

Lynch moved, Maluchnik seconded, to approve the agenda as amended. On a roll call vote, Degler, Ische, Lynch, Maluchnik, Workman voted aye.. Motion carried unanimously.

Ische moved, Maluchnik seconded, to approve the minutes of the May 19, 2020, Regular Session. On a roll call vote, Ische, Lynch, Maluchnik, Workman, Degler voted aye. Motion carried unanimously.

Ische moved, Lynch seconded, to approve the following consent agenda items:

Resolution #42-20, Speed Zone Study Request.

Professional services agreement with SRF Consulting Group for construction administration services on the Highway 5 Regional Trail Project pending the contract review process.

Resolution #43-20, Agreement Between Carver County and the State of Minnesota.

Authorized submittal of system addition applications for the regional trails in Carver County.

Professional services agreement amendment with SRF Consulting Group for \$89,660 for the Highway 5/33 roundabout project, pending finalization of the contract review process.

Approved amending Grant SG-11404 with the Metropolitan Council pending finalization of the contract review process.

Approved moving the event date for a charitable gambling license for the Ridgeview Foundation to September 14, 2020.

Approved the appointment of Lauren Salvato to the Lower Minnesota Watershed District Board of Managers.

Contract with OnDemand Group pending finalization of the contract review process.

Resolution #44-20, Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests Needed for the TH 212 Project-Dahlgren Township.

Adopted the Findings of Fact and issued Order #PZ20200011 for the issuance of a Conditional Use Permit, Carl and Deanna Radde, Waconia Township.

Adopted the Findings of Fact and issued Order #PZ20200015 for the issuance of a Conditional Use Permit, United Farmers Cooperative, Hollywood Township.

Adopted the Findings of Fact and issued Order #PZ20200013 for the issuance of a Conditional Use Permit, Thomas Kamrath, Waconia Township.

Adopted the Findings of Fact and issued Order #PZ20200012 for the issuance of a Conditional Use Permit, Endurance Investments, LLC, Dahlgren Township.

Resolution #45-20, Approving the Local Water Management Plan for the City of Waconia.

Approved reorganization in Public Works as outlined on the organizational chart dated June 2, 2020.

Approved hiring of the vacant Senior Civil Engineer candidates based on the candidate's qualifications as an Engineering Specialist, Civil Engineer or Senior Civil Engineer classification.

Reviewed May 26, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$430,227.99 and reviewed June 2, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$176,574.46.

On a roll call vote, Lynch, Maluchnik, Workman, Degler, Ische voted aye. Motion carried unanimously.

Carver City Mayor Courtney Johnson, participating via WebEx, requested the Board's support for the City's levee improvement project. She explained the need to protect the City's historic downtown and its existing levee was non-conforming within current rules. Johnson stated the City was also working to make improvements in the levee consistent with the County's goal to mitigate flooding. She indicated the City was seeking support from the County with grant requests and other partnership opportunities. She stressed the City was committed to investing in the downtown. Johnson highlighted deficiencies with the current levee and the increased flooding that has occurred over the years.

Mayor Johnson explained the City of Carver has a plan to correct these deficiencies and have the levee certified. She identified project steps and indicated at this time they are in the funding stages of their plan. Johnson pointed out funds invested by the City in the past and asked for the Board to adopt a Resolution of support.

The Board questioned the process the City of Chaska may have gone through to receive funding for their levee and discussed potential funding sources that may include the DNR, State bonding and FEMA funds. Brent Mareck, Carver City Administrator, clarified he did speak with the City of Chaska and they are not able to follow the same process that city utilized to find their project.

Ische offered the following Resolution, seconded by Maluchnik:

Resolution #46-20
Support for the Carver Levee System
Modernization and Certification Project

On vote taken, Maluchnik, Workman, Degler, Ische, Lynch voted aye. Motion carried unanimously.

Lyndon Robjert, Public Works, explained they would be presenting an update on the Highway 10 corridor study and recommended improvements. He noted when the Board passed the local option sales tax, this road was identified as an important corridor in the County and many of the sales tax projects are on that highway. He indicated they have been studying this area since last year and were getting to the end.

Angie Stenson, Public Works, explained today they would be focusing on concepts for the eastern piece of the study through Chaska and they have engaged in a robust public engagement process. She indicated their hope is to present a long-term transportation improvement plan that they can move forward.

Jacob Bongard, project manager with Bolten-Menk, identified the study area and project purpose. He pointed out the areas for potential corridor improvements and key concerns. He noted the outreach that occurred with stakeholders and open house events that were held to gather input.

He reviewed recommended improvements to intersections, roadway designs, pedestrian crossings and proposed roundabouts. Bongard indicated this information was shared at open houses. He summarized the pedestrian crossing recommendations and options. He reviewed the implementation plan for the project and short, mid and long-term goals. Bongard indicated they applied for regional solicitation funding and identified funding requests. The next step will be to review with the Chaska City Council for their approval. The timetable for the project was discussed and the probability of receiving regional solicitation funds.

Vice Chair acknowledged this corridor was widely utilized and thanked Public Works for the information.

Martin Walsh, Parks, reviewed proposed 2020 COVID beach operations. He identified the beaches that were planned to be either closed or open in the area. He indicated they have had conversations with Public Health and reviewed key objectives. He indicated Public Health was in favor of a phased approach providing they are able to maintain their key objectives. He reviewed both pros and cons of beach closure and the self-guided approach. He explained full or enhanced service levels for beaches.

He stated their recommendation was to begin with the self-guided option for all beaches June 2nd. Walsh indicated, looking ahead, Minnewashta and Lake Waconia could prepare for an enhanced service level that would include attendants at various stages. Walsh clarified they would begin with

self-guided option June 2nd, begin with lifeguard services June 13th at Minnewashta and later at Waconia when that beach opens, as well as monitor conditions. Baylor Park would stay at self-guided.

Dave Hemze, Administrator, referenced the action the Board was asking to approve today and indicated he would consult with the Board if they needed to take action to close beaches.

Lynch moved, Ische seconded, to approve Option 2 for Baylor Regional Park without lifeguard services; approve Option 2 for Lake Minnewashta Regional Park and Lake Waconia Regional Park when the park re-opens, with those parks having lifeguard services as budgeted and approved directing staff to make changes to beach operations upon notification to County Administration to account for unforeseen circumstances. On a roll call vote, Workman, Degler, Ische, Lynch, Maluchnik voted aye. Motion carried unanimously.

Rod Franks, Health and Human Services Director, appeared before the Board for an update on providing COVID 19 related essential services. He explained Statute requirements and the need to provide isolation and quarantine services for individuals in need. He noted the criteria the individuals would need to meet. He explained to fulfill the County's obligation they have been working on a collaborative agreement with Scott County to provide these services for those that meet the eligibility requirements. He indicated they have not had a request for these services yet but they believed it would be coming and wanted to be ready. He identified the services that would be provided and wanted to bring this to the Board's attention. Franks clarified he was not asking for any action at this time and thanked Scott County for their willingness to work with the County to provide services for residents in both counties.

David Frischmon, Property and Financial Services, requested Board input on extending the property tax waiver penalty. He pointed out on April 28th the Board approved the recommendation to declare a 30-day grace period for non-escrow taxpayers with a COVIDI financial hardship to pay property taxes by June 15th without a penalty. He noted a number of counties did approve a 60-day grace period and he was asking if the Board wanted to approve a second 30-day period. He reviewed the number of applications received to date and indicated they expected to see more near June 15th.

Dave Hemze, Administrator, indicated he didn't think there would be much harm in extending it and they were more concerned about the second half payment.

The Board expressed consensus to put the extension on for formal Board approval for June 9th.

Lynch moved, Workman seconded, to adjourn the Regular Session at 10:57 a.m. On a roll call vote, Degler, Ische, Lynch Maluchnik, Workman voted aye. Motion carried unanimously.

David Hemze
County Administrator

(These proceedings contain summaries of resolutions/claims reviewed. The full text of the resolutions and claims reviewed are available for public inspection in the office of the county administrator.)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Extend Penalty Waiver for Late Payment of 2020 First Half Property Taxes to July 15th

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Minnesota businesses and residents have reached out to legislators, county commissioners and staff to ask for some form of property tax relief due to the COVID-19 pandemic. Property tax revenue represents local governments main source of revenue to operate mandated and community services so impacting their cash flow from any form of property tax relief needs careful consideration.

In response to financial impact of the COVID-19 pandemic, on April 28th the Carver County Board approved the county staff recommendation to declare a 30 day grace period for non-escrow taxpayers with a COVID-19 financial hardship to pay property taxes by June 15th, 2020 without penalty for late payment.

The majority of other Mn counties who approved similar property tax relief in response to the COVID-19 pandemic adopted a 60 day grace period for non-escrow taxpayers to July 15th.

ACTION REQUESTED:

Motion to create a 60 day grace period by extending the penalty waiver for late payment of 2020 1st half property taxes to July 15th.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

Extending the waiver of penalty for late payments to July 15th is not expected to have a significant impact on the county's property tax cashflow.

Office use only:

RBA 2020 - 6936

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Recognition of William Anderson

Primary Originating Division/Dept: Administration (County)

Meeting Date: 6/9/2020

Contact: Dave Hemze Title: County Administrator

Item Type:
Regular Session

Amount of Time Requested: 10 minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

Connections: Develop strong public partnerships and connect people to services and information

BACKGROUND/JUSTIFICATION:

The County Board began cablecasting Board meetings in 2001. Since that time, William Anderson, has served as the County's "man behind the camera" and recently announced his retirement. The Board would like to take time to recognize Mr. Anderson for his dedication and expertise for the last nineteen years.

ACTION REQUESTED:

Recognize and thank William Anderson for his service.

FISCAL IMPACT: None
If "Other", specify:

FUNDING
County Dollars =

Total \$0.00

FTE IMPACT: None

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 6935



In Recognition of William Anderson

Whereas, the Carver County Board of Commissioners began cablecasting Carver County Board meetings in 2001; and

Whereas, Carver County contracted with the City of Chaska to operate the cablecast system and William Anderson was assigned that role; and

Whereas, William Anderson, using his past experience and expertise, has faithfully and diligently served as Carver County's "man behind the camera" since 2001; and

Whereas, William Anderson, recently announced his retirement and his weekly presence and friendly demeanor will be missed by the Board and County staff; and

Now, therefore, the Carver County Board of Commissioners do hereby recognize William Anderson's dedication and expertise in making Board meetings available to our residents, and expresses its gratitude and appreciation for his 19 years of service to Carver County.

BOARD OF COMMISSIONERS

James Ische, Chair
Gayle Degler, Vice Chair
Tim Lynch
Randy Maluchnik
Tom Workman

Carver County Board

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Award of Construction Contract for SP 010-090-008, Trunk Highway 5 Regional Trail Connection Project (Resolution)

Primary Originating Division/Dept: Public Works - Parks	Meeting Date: 6/9/2020
Contact: Martin Walsh Title: Parks and Recreation Director	Item Type: Regular Session
Amount of Time Requested: 20 minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: Title: Parks and Recreation Director	

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Bids have been received for construction of the TH 5 Regional Trail Connection Project, an approximate 2-mile paved trail extending from Minnewashta Parkway to Century Boulevard in Chanhassen. The trail project is constructed on properties of the MN Landscape Arboretum, MN DOT right-of-way and Lifetime Fitness. Significant features of the trail include the development of an underpass at TH 41 providing a below grade separated connection between the properties of the MN Landscape Arboretum and Lifetime Fitness. Further a boardwalk is proposed to cross public waters just south of TH 5 on Arboretum property completing the trail connection to the existing underpass at Hwy 5 and Minnewashta Parkway.

The project has taken several years to develop with the following milestones completed in the last twelve months:

- Joint Powers Agreement with MN Landscape Arboretum and City of Chanhassen – June 2019. Cost share agreement: Federal funds applied to construction cost first. All remaining project costs split 50% County, 25% Arboretum, 25% Chanhassen.
- Design approval and permits secured in April 2020.
- Advertisement for the project began April 30th, 2020.
- Bids were opened on May 26, 2020. 5 bids were received with the low bid of \$6,745,464.22 from Veit & Company, Inc. The Engineers Estimate was \$5,560,127

Public Works staff has reviewed the bids and has determined the low bid is reasonable for the following reasons:

- Lowest 3 bidders were within 3.5% of each other.
- The Engineer's estimate considerably undervalued earthwork cost.
- The Engineer's estimate undervalued mobilization and concrete pipe.
- Construction of the underpass at Highway 41 poses risk to the contractor due to significant utility coordination needs and a small road closure timeframe. This likely contributed to higher unit prices for temporary shoring and structural excavation and concrete work.

Public Works has considered the consequences of rejecting bids, further rescoping the project, and re-advertising near the end of the year (November/December) which traditionally produces the most competitive proposals, and is recommending not doing this for the following reasons:

- A delay would mean the county would forfeit \$1.192 million in federal funds.
- The boardwalk added approximately \$900,000 to the cost of the project, however, rescoping the project to remove the boardwalk and find other savings could result in a net neutral cost position at best but getting the Corps of Engineers permit without the boardwalk will be extremely difficult and time consuming.
- There is no guarantee that the bid prices will be better at the end of the year.

Public Works has discussed the bids with its partners and staff from both agencies have indicated that they expect support of the award and increased costs. The City of Chanhassen will take action on June 8th and the University of Minnesota will take action on June 11th.

For information, the total project costs and funding plan are summarized below:

Project Expenses:

Construction:	\$6,745,464.22
Construction Contingency (5%):	\$337,273.21
Design & Construction Mgmt.:	\$671,613.00

Wetland Mitigation:	\$63,845.00
Utility Relocation (if needed):	<u>\$100,000.00</u>
Total:	\$7,918,195.43
<u>Project Funding:</u>	
Federal Funds:	\$1,192,000.00
Parks and Trails Grant:	\$565,845.00
City of Chanhassen:	\$1,681,548.86
MN Landscape Arboretum:	\$1,681,548.86
County Program Aid (2014-2020):	\$663,300.00
County One Time Funds (Attach E 2019 & 2020):	\$350,000.00
County Tax Forfeit Sales:	\$116,096.00
Metropolitan Council Future Reimbursement:	\$1,000,000.00
Transportation Sales Tax:	<u>\$667,556.71</u>
Total:	\$7,918,195.43

This board action and funding table below is for the construction portion only (\$6,745,464.22)

ACTION REQUESTED:

Motion to adopt a resolution to award a contract to Veit & Company Inc. in the amount of \$6,745,464.22 and authorize the County Board Chair and County Administrator to execute the contract upon receipt of concurrence from the City of Chanhassen and the Minnesota Landscape Arboretum.

FISCAL IMPACT: Included in current budget
If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	\$0.00
Federal Funds	\$1,192,000.00
SG-06019	\$565,845.00
MC Reimbursement gr...	\$1,000,000.00
City of Chanhassen	\$1,388,366.06
MN Landscape Arboret...	\$1,388,366.06
County Program Aid	\$193,330.39
One Time Funds (Att E)	\$350,000.00
Transportaton Sales Tax	\$667,556.71
Total	\$6,745,464.22

Insert additional funding source

Related Financial/FTE Comments:

The funding table is for the construction contract only. The remaining project costs are covered by seperate agreements.

The project is eligible for transportation sales tax as the trail along Trunk Highway 5 was scoped as part of the highway expansion project included in the Transportation Tax Plan.

In addition to the \$667,557 in sales tax, the Road and Bridge Fund will provide initial financing of approximately \$2.6 million for the project with reimbursement from the project partners and the Metropolitan Council over 10 years.

Office use only:

RBA 2020 - 6891



CCHD Project Bid Abstract

Project Name: Trunk Highway 5 Regional Trail Contract No.:
Client: CARVER COUNTY Project No.: SP 010-090-008
Bid Opening: 05/26/2020 2:00 PM Owner: CARVER COUNTY

Table with 17 columns: Line No., Item, Units, Quantity, Engineers Estimate (Unit Price, Total Price), Veit & Company, Inc. (Unit Price, Total Price), Shafer Contracting Co., Inc. (Unit Price, Total Price), S.M. Hentges & Son, Inc. (Unit Price, Total Price), Eureka Construction, Inc. (Unit Price, Total Price), Park Construction Company (Unit Price, Total Price). Rows include items like VIBRATION MONITORING, AS BUILT, MOBILIZATION, TRAINEES, CLEARING, GRUBBING, etc.

Table with 17 columns: Line No., Item, Units, Quantity, Engineers Estimate (Unit Price, Total Price), Veit & Company, Inc. (Unit Price, Total Price), Shafer Contracting Co., Inc. (Unit Price, Total Price), S.M. Hentges & Son, Inc. (Unit Price, Total Price), Eureka Construction, Inc. (Unit Price, Total Price), Park Construction Company (Unit Price, Total Price). Rows include items like EXCAVATION - MUCK (P), EXCAVATION - SUBGRADE (P), SELECT GRANULAR EMBANKMENT (CV) (P), etc.

45	2403.522	TREATED WOOD	MBM	55	\$4,500.00	\$247,500.00	\$5,555.00	\$305,525.00	\$5,400.00	\$297,000.00	\$5,400.00	\$297,000.00	\$5,500.00	\$302,500.00	\$5,450.00	\$299,750.00
46	2403.603	TIMBER RAILING	LF	1700	\$80.00	\$136,000.00	\$105.00	\$178,500.00	\$100.00	\$170,000.00	\$160.00	\$272,000.00	\$110.00	\$187,000.00	\$101.00	\$171,700.00
47	2411.507	STRUCTURAL CONCRETE (3G52) (P)	C Y	182	\$750.00	\$136,500.00	\$667.00	\$121,394.00	\$2,000.00	\$364,000.00	\$1,250.00	\$227,500.00	\$1,200.00	\$218,400.00	\$2,020.00	\$367,640.00
48	2411.508	REINFORCEMENT BARS (EPOXY COATED) (P)	LB	14440	\$1.50	\$21,660.00	\$1.45	\$20,938.00	\$1.75	\$25,270.00	\$1.50	\$21,660.00	\$1.60	\$23,104.00	\$1.75	\$25,270.00
49	2411.604	REINFORCED SOIL SLOPE	S Y	250	\$125.00	\$31,250.00	\$277.00	\$69,250.00	\$329.00	\$82,250.00	\$330.00	\$82,500.00	\$875.00	\$218,750.00	\$868.00	\$217,000.00
50	2411.618	ANTI-GRAFFITI COATING (P)	S F	6452	\$1.50	\$9,678.00	\$2.05	\$13,226.60	\$1.80	\$11,613.60	\$1.85	\$11,936.20	\$1.80	\$11,613.60	\$1.80	\$11,613.60
51	2411.618	SPECIAL SURFACE FINISH	S F	8730	\$1.50	\$13,095.00	\$3.70	\$32,301.00	\$3.25	\$28,372.50	\$3.35	\$29,245.50	\$3.30	\$28,809.00	\$3.30	\$28,809.00
52	2411.618	ARCH SURFACE FINISH (MULTI COLOR) (P)	S F	696	\$5.00	\$3,480.00	\$21.55	\$14,998.80	\$5.75	\$4,002.00	\$5.95	\$4,141.20	\$5.80	\$4,036.80	\$5.80	\$4,036.80
53	2411.618	ARCH CONC TEXTURE (LIMESTONE) (P)	S F	696	\$20.00	\$13,920.00	\$21.55	\$14,998.80	\$30.00	\$20,880.00	\$24.00	\$16,704.00	\$20.00	\$13,920.00	\$30.00	\$21,088.80
54	2412.503	14X10 PRECAST CONCRETE BOX CULVERT (P)	LF	171	\$1,900.00	\$324,900.00	\$1,444.00	\$246,924.00	\$1,400.00	\$239,400.00	\$1,340.00	\$229,140.00	\$1,600.00	\$273,600.00	\$1,440.00	\$246,240.00
55	2451.507	COARSE FILTER AGGREGATE (CV) (P)	C Y	798	\$7.00	\$5,586.00	\$71.50	\$57,057.00	\$80.00	\$63,840.00	\$64.00	\$51,072.00	\$66.50	\$53,067.00	\$57.90	\$46,204.20
57	2452.502	C-I-P CONC TEST PILE 70 FT LONG 12"	EACH	3	\$30,000.00	\$90,000.00	\$10,100.00	\$30,300.00	\$13,000.00	\$39,000.00	\$15,000.00	\$45,000.00	\$5,000.00	\$15,000.00	\$13,100.00	\$39,300.00
56	2452.502	PILE ANALYSIS	EACH	8	\$2,500.00	\$20,000.00	\$2,705.00	\$21,640.00	\$4,000.00	\$32,000.00	\$1,635.00	\$13,080.00	\$2,400.00	\$19,200.00	\$4,040.00	\$32,320.00
58	2452.601	TEMPORARY VERTICAL SHORING (P)	LS	1	\$75,000.00	\$75,000.00	\$148,500.00	\$148,500.00	\$125,000.00	\$125,000.00	\$500,000.00	\$500,000.00	\$180,000.00	\$180,000.00	\$126,300.00	\$126,300.00
59	2452.602	TIEBACK ANCHOR (P)	EACH	114	\$2,500.00	\$285,000.00	\$4,095.00	\$466,830.00	\$4,000.00	\$456,000.00	\$5,500.00	\$627,000.00	\$3,800.00	\$433,200.00	\$4,040.00	\$460,560.00

Project: SP 010-090-008 - Trunk Highway 5 Regional Trail				Engineers Estimate		Veit & Company, Inc.		Shafer Contracting Co., Inc.		S.M. Hentges & Son, Inc.		Eureka Construction, Inc.		Park Construction Company		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
60	2452.603	C-I-P CONCRETE PILING 12"	LF	4980	\$75.00	\$373,500.00	\$50.60	\$251,988.00	\$36.00	\$179,280.00	\$66.50	\$331,170.00	\$41.50	\$206,670.00	\$36.40	\$181,272.00
61	2452.618	STEEL SHEET PILING (PERMANENT) (P)	S F	24997	\$35.00	\$874,895.00	\$29.70	\$742,410.90	\$38.00	\$949,886.00	\$33.50	\$837,399.50	\$27.40	\$679,919.00	\$38.40	\$956,884.80
62	2479.518	INORGANIC ZINC-RICH PAINT SYS(SHP& FLD)	S F	1390	\$20.00	\$27,800.00	\$9.70	\$13,483.00	\$12.50	\$17,375.00	\$8.75	\$12,162.50	\$14.00	\$19,460.00	\$12.60	\$17,514.00
63	2501.502	15" RC PIPE APRON	EACH	9	\$1,000.00	\$9,000.00	\$1,575.00	\$14,175.00	\$900.00	\$8,100.00	\$1,100.00	\$9,900.00	\$1,100.00	\$9,900.00	\$1,050.00	\$9,450.00
64	2501.502	18" RC PIPE APRON	EACH	8	\$1,100.00	\$8,800.00	\$1,634.00	\$13,072.00	\$1,000.00	\$8,000.00	\$1,150.00	\$9,200.00	\$1,100.00	\$8,800.00	\$1,110.00	\$8,880.00
65	2501.502	24" RC PIPE APRON	EACH	5	\$1,300.00	\$6,500.00	\$1,742.00	\$8,710.00	\$1,200.00	\$6,000.00	\$1,275.00	\$6,375.00	\$1,200.00	\$6,000.00	\$1,210.00	\$6,050.00
66	2502.503	4" TP PIPE DRAIN	LF	71	\$8.00	\$568.00	\$4.85	\$344.35	\$2.00	\$1,420.00	\$1.50	\$1,100.50	\$9.80	\$695.80	\$12.10	\$859.10
67	2502.503	6" TP PIPE DRAIN	LF	70	\$10.00	\$700.00	\$5.25	\$367.50	\$2.00	\$1,400.00	\$1.65	\$1,155.00	\$11.00	\$770.00	\$13.30	\$931.00
68	2502.503	4" PERF TP PIPE DRAIN	LF	640	\$10.00	\$6,400.00	\$3.90	\$2,496.00	\$10.00	\$6,400.00	\$7.25	\$4,640.00	\$7.30	\$4,672.00	\$14.20	\$9,088.00
69	2503.503	15" RC PIPE SEWER DES 3006 CL V	LF	1626	\$48.00	\$78,048.00	\$80.00	\$130,080.00	\$55.00	\$89,430.00	\$61.50	\$99,999.00	\$89.00	\$144,714.00	\$73.20	\$119,023.20
70	2503.503	18" RC PIPE SEWER DES 3006	LF	315	\$48.00	\$15,120.00	\$82.00	\$25,830.00	\$60.00	\$18,900.00	\$65.00	\$20,475.00	\$68.00	\$21,420.00	\$63.00	\$19,845.00
71	2503.503	18" RC PIPE SEWER DES 3006 CL III	LF	38	\$48.00	\$1,824.00	\$82.00	\$3,116.00	\$60.00	\$2,280.00	\$65.00	\$2,470.00	\$90.50	\$3,439.00	\$64.10	\$2,435.80
72	2503.503	24" RC PIPE SEWER DES 3006	LF	147	\$60.00	\$8,820.00	\$92.00	\$13,524.00	\$80.00	\$11,760.00	\$80.00	\$11,760.00	\$83.50	\$12,274.50	\$78.50	\$11,539.50
73	2503.503	24" RC PIPE SEWER DES 3006 CL III	LF	135	\$66.00	\$8,910.00	\$92.00	\$12,420.00	\$80.00	\$10,800.00	\$80.00	\$10,800.00	\$79.50	\$10,732.50	\$77.60	\$10,476.00
74	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	1	\$1,000.00	\$1,000.00	\$5,244.00	\$5,244.00	\$1,000.00	\$1,000.00	\$1,125.00	\$1,125.00	\$1,300.00	\$1,620.00	\$1,620.00	\$1,620.00
75	2503.603	30" STEEL CASING PIPE	LF	185	\$300.00	\$55,500.00	\$364.00	\$67,340.00	\$200.00	\$37,000.00	\$130.00	\$24,050.00	\$215.00	\$39,775.00	\$241.00	\$44,585.00
76	2506.502	CASTING ASSEMBLY	EACH	30	\$800.00	\$24,000.00	\$1,108.00	\$33,240.00	\$700.00	\$21,000.00	\$825.00	\$24,750.00	\$811.00	\$24,330.00	\$679.00	\$20,370.00
77	2506.503	CONST DRAINAGE STRUCTURE DESIGN F	LF	144.5	\$300.00	\$43,350.00	\$349.00	\$50,430.50	\$350.00	\$50,575.00	\$250.00	\$36,125.00	\$435.00	\$62,857.50	\$301.00	\$43,494.50
78	2506.503	CONST DRAINAGE STRUCTURE DESIGN G	LF	12.3	\$350.00	\$4,305.00	\$528.00	\$6,494.40	\$350.00	\$4,305.00	\$415.00	\$5,104.50	\$470.00	\$5,781.00	\$507.00	\$6,236.10
79	2506.503	CONST DRAINAGE STRUCTURE DESIGN SD-48	LF	19.7	\$440.00	\$8,668.00	\$740.00	\$14,578.00	\$500.00	\$9,850.00	\$500.00	\$9,850.00	\$423.00	\$8,331.00	\$606.00	\$11,938.20
80	2506.503	CONST DRAINAGE STRUCTURE DESIGN SD-60	LF	4.1	\$550.00	\$2,255.00	\$1,005.00	\$4,120.50	\$1,000.00	\$4,100.00	\$775.00	\$3,177.50	\$910.00	\$3,731.00	\$1,110.00	\$4,551.00
81	2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	LF	29.3	\$330.00	\$9,669.00	\$628.00	\$18,400.40	\$400.00	\$11,720.00	\$425.00	\$12,452.50	\$479.00	\$14,034.70	\$492.00	\$14,415.60
82	2506.503	CONST DRAINAGE STRUCTURE DES 54-4020	LF	9.8	\$450.00	\$4,410.00	\$560.00	\$5,488.00	\$600.00	\$5,880.00	\$530.00	\$5,194.20	\$554.00	\$5,429.20	\$498.00	\$4,880.40
83	2511.504	GEOTEXTILE FILTER TYPE 4	S Y	62.9	\$5.00	\$314.50	\$2.05	\$128.95	\$10.00	\$629.00	\$3.40	\$213.86	\$1.90	\$119.51	\$6.30	\$396.27
84	2511.507	RANDOM RIPRAP CLASS III	C Y	6.4	\$80.00	\$512.00	\$86.00	\$550.40	\$150.00	\$960.00	\$110.00	\$704.00	\$128.00	\$819.20	\$103.00	\$659.20
85	2511.507	RANDOM RIPRAP CLASS IV	C Y	13.3	\$85.00	\$1,130.50	\$86.25	\$1,147.13	\$150.00	\$1,995.00	\$110.00	\$1,463.00	\$142.00	\$1,888.60	\$114.00	\$1,516.20
86	2521.518	6" CONCRETE WALK	S F	1020	\$8.00	\$8,160.00	\$17.55	\$17,901.00	\$13.50	\$13,770.00	\$17.75	\$18,105.00	\$15.50	\$15,810.00	\$17.20	\$17,544.00
87	2521.618	TIMBER WALK	S F	10800	\$20.00	\$216,000.00	\$17.55	\$189,540.00	\$16.50	\$178,200.00	\$20.50	\$221,400.00	\$23.00	\$248,400.00	\$16.70	\$180,360.00
88	2531.503	CONCRETE CURB & GUTTER DESIGN B612	LF	86	\$18.00	\$1,548.00	\$45.45	\$3,908.70	\$25.00	\$2,150.00	\$36.00	\$3,096.00	\$40.50	\$3,483.00	\$45.50	\$3,913.00
89	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	177	\$20.00	\$3,540.00	\$48.25	\$8,540.25	\$25.00	\$4,425.00	\$40.00	\$7,080.00	\$43.00	\$7,611.00	\$50.50	\$8,938.50
90	2531.618	TRUNCATED DOMES	S F	120	\$45.00	\$5,400.00	\$78.90	\$9,468.00	\$50.00	\$6,000.00	\$50.50	\$6,060.00	\$70.00	\$8,400.00	\$50.50	\$6,060.00
91	2540.602	INFORMATION SIGN SPECIAL	EACH	46	\$50.00	\$2,300.00	\$170.75	\$7,854.50	\$180.00	\$8,280.00	\$82.00	\$3,772.00	\$180.00	\$8,280.00	\$153.00	\$7,038.00
92	2540.603	INSTALL RETAINING WALL	LF	121	\$50.00	\$6,050.00	\$214.15	\$25,912.15	\$297.00	\$35,937.00	\$76.00	\$9,196.00	\$40.50	\$4,900.50	\$250.00	\$30,250.00
93	2545.501	CONDUIT SYSTEM	LS	1	\$10,000.00	\$10,000.00	\$2,316.00	\$2,316.00	\$20,531.00	\$20,531.00	\$21,000.00	\$21,000.00	\$20,500.00	\$20,500.00	\$20,700.00	\$20,700.00
94	2545.502	LIGHTING UNIT TYPE SPECIAL	EACH	22	\$1,000.00	\$22,000.00	\$1,358.00	\$29,876.00	\$871.50	\$19,173.00	\$1,500.00	\$33,000.00	\$872.00	\$19,184.00	\$880.00	\$19,360.00

Project: SP 010-090-008 - Trunk Highway 5 Regional Trail				Engineers Estimate		Veit & Company, Inc.		Shafer Contracting Co., Inc.		S.M. Hentges & Son, Inc.		Eureka Construction, Inc.		Park Construction Company		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
95	2545.502	SERVICE CABINET -TYPE B	EACH	1	\$5,100.00	\$5,100.00	\$4,857.00	\$4,857.00	\$3,886.00	\$3,886.00	\$3,950.00	\$3,950.00	\$3,900.00	\$3,900.00	\$3,920.00	\$3,920.00
96	2545.502	JUNCTION BOX	EACH	1	\$5,000.00	\$5,000.00	\$1,008.00	\$1,008.00	\$969.00	\$969.00	\$1,000.00	\$1,000.00	\$969.00	\$969.00	\$979.00	\$979.00
97	2545.502	HANDHOLE	EACH	3	\$2,100.00	\$6,300.00	\$835.00	\$2,505.00	\$1,802.00	\$5,406.00	\$1,800.00	\$5,400.00	\$1,800.00	\$5,400.00	\$1,820.00	\$5,460.00
98	2545.503	1" RIGID STEEL CONDUIT	LF	168	\$12.00	\$2,016.00	\$34.20	\$5,745.60	\$11.40	\$1,915.20	\$11.60	\$1,948.80	\$11.50	\$1,932.00	\$11.50	\$1,932.00
99	2545.503	1.5" NON-METALLIC CONDUIT	LF	86	\$3.25	\$279.50	\$8.80	\$756.80	\$3.20	\$272.00	\$3.25	\$279.50	\$3.20	\$272.00	\$3.25	\$279.50
100	2545.503	1.5" NON-METALLIC COND(DIRECTIONAL BORE)	LF	50	\$13.00	\$650.00	\$60.60	\$3,030.00	\$68.08	\$3,404.00	\$69.50	\$3,475.00	\$68.00	\$3,400.00	\$68.80	\$3,440.00
101	2545.503	2" NON-METALLIC CONDUIT	LF	165	\$6.75	\$1,113.75	\$9.55	\$1,575.75	\$4.93	\$813.45	\$5.00	\$825.00	\$4.90	\$808.50	\$5.00	\$825.00
102	2545.503	UNDERGROUND WIRE 1/2 AWG	LF	231	\$2.75	\$635.25	\$3.30	\$762.30	\$2.83	\$653.73	\$2.90	\$669.90	\$2.80	\$646.80	\$2.85	\$658.35
103	2545.503	UNDERGROUND WIRE 1/2 AWG	LF	514	\$1.50	\$771.00	\$1.65	\$848.10	\$1.06	\$544.84	\$1.10	\$565.40	\$1.10	\$565.40	\$1.05	\$539.70
104</																

106	2550.601	ELECTRICAL SERVICE	LS	1	\$1,000.00	\$1,000.00	\$1,363.00	\$1,363.00	\$1,836.00	\$1,836.00	\$1,875.00	\$1,875.00	\$1,800.00	\$1,800.00	\$1,850.00	\$1,850.00
107	2550.602	MODIFY SERVICE EQUIPMENT	EACH	1	\$800.00	\$800.00	\$164.00	\$164.00	\$297.00	\$297.00	\$300.00	\$300.00	\$297.00	\$297.00	\$300.00	\$300.00
108	2554.502	GUIDE POST TYPE B	EACH	27	\$55.00	\$1,485.00	\$74.00	\$1,998.00	\$50.00	\$1,350.00	\$51.00	\$1,377.00	\$60.00	\$1,620.00	\$66.30	\$1,790.10
111	2557.503	WIRE FENCE DESIGN SPECIAL 2	LF	1050	\$7.50	\$7,875.00	\$8.55	\$8,977.50	\$17.00	\$17,850.00	\$17.25	\$18,112.50	\$17.00	\$17,850.00	\$17.20	\$18,060.00
148	2557.503	WIRE FENCE DESIGN SPECIAL 1	LF	7913	\$17.50	\$138,477.50	\$38.70	\$306,233.10	\$13.00	\$102,869.00	\$13.25	\$104,847.25	\$13.00	\$102,869.00	\$13.10	\$103,660.30
109	2557.503	WIRE FENCE DESIGN 60V-9322	LF	3027	\$25.00	\$75,675.00	\$23.90	\$72,345.30	\$34.00	\$102,918.00	\$34.50	\$104,431.50	\$34.00	\$102,918.00	\$34.30	\$103,826.10
110	2557.602	VEHICULAR GATE SPECIAL A	EACH	1	\$12,000.00	\$12,000.00	\$28,230.00	\$28,230.00	\$18,000.00	\$18,000.00	\$18,350.00	\$18,350.00	\$18,000.00	\$18,000.00	\$18,200.00	\$18,200.00
112	2557.602	VEHICULAR GATE SPECIAL B	EACH	2	\$1,000.00	\$2,000.00	\$2,050.00	\$4,100.00	\$2,000.00	\$4,000.00	\$2,050.00	\$4,100.00	\$2,000.00	\$4,000.00	\$2,020.00	\$4,040.00
113	2563.601	TRAFFIC CONTROL	LS	1	\$25,000.00	\$25,000.00	\$34,605.00	\$34,605.00	\$50,000.00	\$50,000.00	\$44,830.00	\$44,830.00	\$34,000.00	\$34,000.00	\$33,000.00	\$33,000.00
114	2563.601	ALTERNATE PEDESTRIAN ROUTE	LS	1	\$5,000.00	\$5,000.00	\$4,455.00	\$4,455.00	\$3,000.00	\$3,000.00	\$1,530.00	\$1,530.00	\$3,000.00	\$3,000.00	\$4,080.00	\$4,080.00
115	2564.502	INSTALL SIGN TYPE C	EACH	6	\$100.00	\$600.00	\$370.00	\$2,220.00	\$200.00	\$1,200.00	\$205.00	\$1,230.00	\$200.00	\$1,200.00	\$332.00	\$1,992.00
116	2564.518	SIGN PANELS TYPE C	S F	50.5	\$50.00	\$2,525.00	\$57.50	\$2,903.75	\$69.50	\$3,509.75	\$77.00	\$3,888.50	\$80.00	\$4,040.00	\$63.80	\$3,221.90
117	2565.501	TRAFFIC CONTROL INTERCONNECT	LS	1	\$13,000.00	\$13,000.00	\$22,505.00	\$22,505.00	\$13,363.50	\$13,363.50	\$13,630.00	\$13,630.00	\$13,400.00	\$13,400.00	\$13,500.00	\$13,500.00
118	2565.616	REVISE SIGNAL SYSTEM A	SYS	1	\$2,000.00	\$2,000.00	\$5,128.00	\$5,128.00	\$2,706.00	\$2,706.00	\$2,760.00	\$2,760.00	\$2,700.00	\$2,700.00	\$2,730.00	\$2,730.00
119	2565.616	REVISE SIGNAL SYSTEM B	SYS	1	\$30,000.00	\$30,000.00	\$39,865.00	\$39,865.00	\$24,915.00	\$24,915.00	\$25,415.00	\$25,415.00	\$24,900.00	\$24,900.00	\$25,200.00	\$25,200.00
120	2571.524	DECIDUOUS TREE 2" CAL B&B	TREE	3	\$250.00	\$750.00	\$620.00	\$1,860.00	\$725.00	\$2,175.00	\$740.00	\$2,220.00	\$750.00	\$2,250.00	\$732.00	\$2,196.00
121	2571.524	TRANSPLANT TREE (SPADE SIZE 90")	TREE	7	\$500.00	\$3,500.00	\$950.00	\$6,650.00	\$250.00	\$1,750.00	\$145.00	\$1,015.00	\$500.00	\$3,500.00	\$253.00	\$1,771.00
122	2571.525	DECIDUOUS SHRUB NO 2 CONT	SHRB	7	\$125.00	\$875.00	\$197.00	\$1,379.00	\$140.00	\$980.00	\$75.00	\$525.00	\$140.00	\$980.00	\$141.00	\$987.00
123	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$1,000.00	\$1,000.00	\$15,755.00	\$15,755.00	\$10,000.00	\$10,000.00	\$2,025.00	\$2,025.00	\$4,500.00	\$4,500.00	\$21,100.00	\$21,100.00
124	2573.501	EROSION CONTROL SUPERVISOR	LS	1	\$15,000.00	\$15,000.00	\$5,420.00	\$5,420.00	\$15,000.00	\$15,000.00	\$2,000.00	\$2,000.00	\$20,000.00	\$20,000.00	\$3,440.00	\$3,440.00
125	2573.502	STORM DRAIN INLET PROTECTION	EACH	12	\$150.00	\$1,800.00	\$221.00	\$2,652.00	\$500.00	\$6,000.00	\$260.00	\$3,120.00	\$223.00	\$2,676.00	\$212.00	\$2,544.00
126	2573.503	SILT FENCE; TYPE MS	L F	9585	\$2.00	\$19,170.00	\$2.70	\$25,879.50	\$1.90	\$18,211.50	\$1.95	\$18,690.75	\$1.90	\$18,211.50	\$1.75	\$16,773.75
127	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	11400	\$2.50	\$28,500.00	\$3.15	\$35,910.00	\$3.00	\$34,200.00	\$3.05	\$34,770.00	\$3.00	\$34,200.00	\$2.35	\$26,790.00
128	2574.505	SOIL BED PREPARATION	ACRE	7	\$500.00	\$3,500.00	\$227.70	\$1,593.90	\$250.00	\$1,750.00	\$255.00	\$1,785.00	\$250.00	\$1,750.00	\$208.00	\$1,456.00

Project: SP 010-090-008 - Trunk Highway 5 Regional Trail				Engineers Estimate		Veit & Company, Inc.		Shafer Contracting Co., Inc.		S.M. Hentges & Son, Inc.		Eureka Construction, Inc.		Park Construction Company		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
129	2574.508	FERTILIZER TYPE 1	LB	1680	\$2.00	\$3,360.00	\$0.75	\$1,260.00	\$0.55	\$924.00	\$0.60	\$1,008.00	\$0.60	\$1,008.00	\$0.68	\$1,142.40
130	2574.508	FERTILIZER TYPE 3	LB	2135	\$2.00	\$4,270.00	\$0.75	\$1,601.25	\$0.55	\$1,174.25	\$0.60	\$1,281.00	\$0.60	\$1,281.00	\$0.68	\$1,451.80
132	2575.504	SODDING TYPE LAWN	S Y	40	\$65.00	\$2,600.00	\$56.90	\$2,276.00	\$20.00	\$800.00	\$20.00	\$800.00	\$20.00	\$800.00	\$52.10	\$2,084.00
133	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	15022	\$2.00	\$30,044.00	\$1.65	\$24,786.30	\$1.65	\$24,786.30	\$1.70	\$25,537.40	\$1.70	\$25,537.40	\$1.50	\$22,533.00
131	2575.504	TURF REINFORCEMENT MAT CATEGORY 4	S Y	1170	\$5.00	\$5,850.00	\$4.20	\$4,914.00	\$15.00	\$17,550.00	\$15.25	\$17,842.50	\$15.00	\$17,550.00	\$13.00	\$15,210.00
134	2575.504	RAPID STABILIZATION METHOD 4	S Y	13771	\$1.00	\$13,771.00	\$1.70	\$23,410.70	\$1.50	\$20,656.50	\$1.55	\$21,345.05	\$1.50	\$20,656.50	\$1.55	\$21,345.05
135	2575.505	SEEDING	ACRE	15.8	\$2,000.00	\$31,600.00	\$341.55	\$5,396.49	\$250.00	\$3,950.00	\$255.00	\$4,029.00	\$250.00	\$3,950.00	\$312.00	\$4,929.60
136	2575.505	RAPID STABILIZATION METHOD 2	ACRE	3.2	\$4,000.00	\$12,800.00	\$3,645.00	\$11,664.00	\$1,500.00	\$4,800.00	\$1,530.00	\$4,896.00	\$1,500.00	\$4,800.00	\$3,330.00	\$10,656.00
137	2575.508	SEED MIXTURE 25-141	LB	165	\$25.00	\$4,125.00	\$4.55	\$750.75	\$3.50	\$577.50	\$3.60	\$594.00	\$3.50	\$577.50	\$4.15	\$684.75
138	2575.508	SEED MIXTURE 32-241	LB	300	\$25.00	\$7,500.00	\$7.95	\$2,385.00	\$7.00	\$2,100.00	\$7.15	\$2,145.00	\$7.00	\$2,100.00	\$7.30	\$2,190.00
150	2575.508	SEED MIXTURE 34-171	LB	3	\$50.00	\$150.00	\$113.85	\$341.55	\$70.00	\$210.00	\$72.00	\$216.00	\$70.00	\$210.00	\$104.00	\$312.00
139	2575.508	SEED MIXTURE 35-241	LB	212	\$25.00	\$5,300.00	\$17.10	\$3,625.20	\$15.00	\$3,180.00	\$15.25	\$3,233.00	\$15.00	\$3,180.00	\$15.60	\$3,307.20
140	2575.508	HYDRAULIC STABILIZED FIBER MATRIX	LB	10914	\$2.00	\$21,828.00	\$1.05	\$11,459.70	\$1.05	\$11,459.70	\$1.10	\$12,005.40	\$1.10	\$12,005.40	\$0.94	\$10,259.16
141	2575.523	WATER	MGAL	20	\$15.00	\$300.00	\$90.50	\$1,810.00	\$50.00	\$1,000.00	\$58.00	\$1,160.00	\$100.00	\$2,000.00	\$46.90	\$938.00
142	2582.503	4" SOLID LINE PAINT	L F	1045	\$2.00	\$2,090.00	\$1.10	\$1,149.50	\$0.95	\$992.75	\$1.00	\$1,045.00	\$1.00	\$1,045.00	\$0.96	\$1,003.20
143	2582.503	4" SOLID LINE MULTI COMP GR IN (WR)	L F	510	\$4.00	\$2,040.00	\$5.15	\$2,626.50	\$4.50	\$2,295.00	\$4.60	\$2,346.00	\$4.50	\$2,295.00	\$4.55	\$2,320.50
144	2582.503	4" DBLE SOLID LINE MULTI COMP GR IN (WR)	L F	175	\$8.00	\$1,400.00	\$10.30	\$1,802.50	\$9.00	\$1,575.00	\$9.20	\$1,610.00	\$9.00	\$1,575.00	\$9.10	\$1,592.50
145	2582.518	PAVT MSSG PREF THERMO GR IN	S F	35	\$30.00	\$1,050.00	\$34.30	\$1,200.50	\$30.00	\$1,050.00	\$30.60	\$1,071.00	\$30.00	\$1,050.00	\$30.30	\$1,060.50
146	2582.518	CROSSWALK PAINT	S F	450	\$10.00	\$4,500.00	\$2.50	\$1,125.00	\$2.20	\$990.00	\$2.25	\$1,012.50	\$2.20	\$990.00	\$2.20	\$990.00
147	2582.518	CROSSWALK PREF THERMO GR IN	S F	2500	\$20.00	\$50,000.00	\$12.00	\$30,000.00	\$10.50	\$26,250.00	\$10.75	\$26,875.00	\$10.50	\$26,250.00	\$10.60	\$26,500.00
Totals for Project SP 010-090-008					\$5,568,126.50		\$6,745,464.22		\$6,915,126.81		\$6,979,153.71		\$7,347,240.11		\$7,472,056.26	
% of Estimate for Project SP 010-090-008							21.14%		24.19%		25.34%		31.95%		34.19%	

I hereby certify that this is an exact reproduction of bids received.

Certified By: _____ License No. _____

Date: _____

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: June 9, 2020 Resolution No: _____
 Motion by Commissioner: _____ Seconded by Commissioner: _____

Awarding of the Trunk Highway 5 Regional Trail Connection Project (SP 010-090-008) Carver County Contract [20-181]

WHEREAS, On Tuesday, May 26, 2020 at 2:00 pm at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, five (5) bids were received by Carver County Public Works and opened by representatives of Carver County Public Works for the Trunk Highway 5 Regional Trail Connection Project said bids for the responsible bidders are summarized as follows:

<u>Contractor</u>	<u>Total Bid</u>	<u>Over/Under Engineers Estimate</u>
Veit & Company, Inc.	\$6,745,464.22	21.14 %
Shafer Contracting Co., Inc.	\$6,915,126.81	24.19 %
S.M. Hentges & Son, Inc.	\$6,979,153.71	25.34 %
Eureka Construction, Inc.	\$7,347,240.11	31.95 %
Park Construction Company	\$7,472,056.26	34.19 %
<i>Engineers Estimate</i>	<i>\$5,568,126.50</i>	

And WHEREAS, after examination of the bids by Carver County Public Works, Veit & Company, Inc. is the successful low responsible bidder.

NOW THEREFORE, BE IT RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Carver County Contract 20-181 with Veit & Company, Inc. of Rogers, MN in the name of the County of Carver for the construction of the Trunk Highway 5 Regional Trail Connection in accordance with the construction plans and specifications contained in the project manual; and

BE IT FURTHER RESOLVED that Carver County Public Works is hereby authorized and directed to return the proposal guaranty to the bidders, except that of the successful low responsible bidder and second and third lowest bidder, which shall be retained until the construction contract has been signed and the performance and payment bonds of the low responsible bidder have been executed; and

BE IT FURTHER RESOLVED that Carver County Public Works Director, or his designee, is hereby authorized to take actions necessary and to enter into work orders, change orders or supplemental agreements on behalf of Carver County with an amount less than two hundred thousand dollars (\$200,000) and an increased aggregate project total of all project changes of five hundred thousand dollars (\$500,000), when time is of the essence to make contract changes due to unforeseen construction conditions in order to minimize construction delays and to efficiently carry out the planned project improvements.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 9th day of June, 2020, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 9th day of June 2020.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Carver County Strategic Plan Update

Primary Originating Division/Dept: Administration (County)

Meeting Date: 6/9/2020

Contact: Dave Hemze Title: County Administrator

Item Type:
Regular Session

Amount of Time Requested: 20 minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:
Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

The County Board and Division Directors held a strategic planning retreat on Tuesday, May 26. Proposed updates to Carver County's strategic plan are outlined in the attached document.

ACTION REQUESTED:

Motion to approve Carver County's 2020-21 Strategic Plan.

FISCAL IMPACT: None
If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 6929



2020-2021 Strategic Plan

Revised 5/20/2020

I. Vision

Where the future embraces the past in keeping Carver County a great place to live, work, and play for a lifetime.

II. Mission

To meet the service requirements and special needs of our residents in a fiscally responsible and caring way. We will plan the county's growth to preserve its uniqueness and will encourage rural and urban compatibility. We will protect our history while planning for a dynamic future.

III. Goals - Summarized

To help define each goal statement, there is a distinctive and characteristic word which summarizes each goal. These five goals are designed to serve as the foundation for all future strategies, work and priorities of the County.

- **Communities:** Create and maintain safe, healthy, and livable communities.
- **Culture:** Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government.
- **Connections:** Develop strong public partnerships and connect people to services and information.
- **Finances:** Improve the County's financial health and economic profile.
- **Growth:** Manage the challenges and opportunities resulting from growth and development.

IV. Implementation Plan (Working Draft)

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date/Notes
I. Communities	A. Mitigate flooding of County Infrastructure.	1. Analyze and develop short and long-range plan to mitigate flooding of County highways, bridges, and buildings. Determine high priority flood mitigation projects. Analyze slope stability risk using GIS. Improve road closure process using GIS application. Research options for the Highway 41 bridge.	Robjent Support: Koktavy	2020	Analysis and potential mitigation strategies for flooding and slope stability will be incorporated as an appendix to the 2040 Roadway System Plan update. GIS Application has been developed and implemented to communicate highway closure due to flooding. This task was added as an implementation task for water management plan, too.
	B. Raise the quality and quantity of service to the County's veterans and their families to a level of excellence.	1. Find ways to identify and serve previously unknown veterans in the County and contribute to efforts to improve veterans' housing options.	Koktavy	2020	Worked with CDA and MAC-V on first veteran housing location in County. Strengthen partnerships with community groups. Identify opportunities to support more veteran housing options.
	C. Transition Health and Human Services' customer service orientation to better address issues of trauma and to facilitate community mitigation strategies to address spread of infectious disease.	1. Train staff on new concepts and methodology; adjust policies and practices. Train staff on new health and safety protocols. Make adjustments to physical environment as needed.	Franks	Ongoing	HHS has begun to introduce staff to the new principles. Continue the trauma informed work groups. HHS leadership to adjust protocols based on health guidance and best practices.
	D. Address food security as a County wide Public Health Issue.	1. Promote a Community of Stakeholders to inform policy and draft consistent response protocols. Build and enhance community	Franks	Ongoing	Through SHIP activities, grants, and other partnerships,

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe	Progress to Date/Notes
		supports and interventions around nutrition and food availability. Ensure availability of food resources to those in need due to COVID-19.			Public Health workers have begun to engage community partners, schools and Environmental Services. Build and maintain relationships with community partners for food distribution.

I. Communities (Continued)	E. Enhance the general overall mental health of Carver County.	1. Continue to maintain or increase use telehealth or virtual presence instituted as a response to COVID-19 to provide safe and effective mental health care to clients.	Franks	2020-2021	Continue to build on current platforms and processes for telehealth. Work with State Legislature/DHS to codify waivers and flexibilities put into place as a response to COVID-19.
		2. Public Health and Behavioral Health combine strategies to address building mental wellness on the individual and community basis.			HHS has adopted a Health in all Strategies policy in 2018. Use learning from pandemic response and CHIP assessment to develop a comprehensive health plan.
		3. Explore the feasibility of a MH/LE co-responder program in Carver County to put people in crisis in direct contact with appropriate resources.	Kamerud Support: Franks	2020-21	Position description created and approved. Interviews have occurred to fill position in 2020.
		4. Explore collocating crisis team phone triage staff in 911 dispatch center.	Kamerud Support: Franks	2020	Currently operating successfully on one shift. Look to continue to expand in 2020-2021.

		<p>5. Expand supportive housing options for homeless population. Create greater housing security for those experiencing difficulties. Continue to provide housing for those experiencing homelessness due to the effects of COVID-19, including providing for essential services for those in need.</p>	Franks	Ongoing	<p>Expand shelter options as necessary to respond to need brought on by COVID-19. Build partnerships with local hotels, and secure additional funding from State and grants. Have expanded Housing Specialist to 2.0 FTE to work with SPMI/Disabilities. Looking to add additional 1.0 FTE to assist with housing homeless funded by new earned revenue. Increased vendors providing supportive housing in 2020.</p>
		<p>6. Open Steiner-Kelting Mental Wellness Facility to provide residential crisis stabilization services.</p>	Franks	2019-2021	<p>Started construction in spring 2019. Vendor selected, and contract nearing completion. Anticipated opening October 2020.</p>

I. Communities (Continued)	F. Study, plan, and implement measures to provide for the improved security and protection of the public and County employees and assets on County grounds.	1. Develop and implement lockdown hardware and procedures, sustain security assessments, and train employees in workplace security. Select and undertake additional facility upgrades identified by assessments.	Koktavy Support: Kamerud	Ongoing	Made physical improvements to County buildings including additional card readers, exterior lights, and cameras. Held County-wide security training.
	G. Update resources and services across the Library system.	1. Reassess plan for a new Chaska Library slated to open in 2022, given the impacts of COVID-19.	Koktavy Support: Frischmon	2022	In working with the city, identified the Chaska LC as the preferred site. Library staff visited other libraries to get ideas for a new Chaska Library. Given the impacts of COVID-19, need to work with the City to reassess the current timeline of 2022.
		2. Evaluate the short- and long-term impacts of COVID-19 on delivery of library services and spaces. This includes social media-based programs, online resources, e-resources, etc.	Koktavy	2020	In response to COVID-19, started social media-based programs on Facebook. Spent additional \$65,000 on e-resources.
	H. Develop strategies to change the governance of the Metropolitan Council .	1. Coordinate with suburban counties to develop and propose a better governance model for the Metropolitan Council. Follow up by coordinating with legislators to implement changes.	Hemze	Q1 + Q2 2021	Suburban County meetings were coordinated in efforts to respond to concerns related to the Metropolitan Council. Legislation introduced during 2019 and 2020 session.
	I. Continue operating drug court , which began in January 2020.	1. Continue to work with our partners to operate the drug court	Metz		We received a significant grant to fund the program and assistance from the board.

	J. Evaluate whether to use a hearing officer for traffic court.	1. Meet with our justice partners in determining whether having a hearing officer hear traffic cases would be more effective and efficient than our traditional court.	Metz		Meeting with the courts and other partners.
	K. Tele-court: Handle more court hearings via the internet.	1. Meet with justice partners in establishing procedures for more court appearances via web services to mitigate the risks with in-person court hearings.	Metz		Coordinating with our justice partners.
	L. Change data practices laws	1. Strategize an approach to coordinate, with partners, to change the data practices law to make it more reasonable and realistic, reducing its weaponization.	Metz		Meet with our partners and lobbyist to develop and approach and plan.

II. Culture	<p>A. Position the County to attract, develop, and retain a well-qualified workforce. Encourage staff engagement, achievement, and effective teamwork, including engagement of more remote workers and dispersed teams. Continue to build a performance based and service oriented culture. Create a culture of learning, wellness, innovation and continued personal and professional growth, positioning employees to deliver a high level of service to the community. Develop and incorporate new and modified approaches to support an effective workforce in light of the new challenges presented by the COVID-19 pandemic. Recognize that many public services are essential for the community and must continue to be provided by qualified staff including during challenging economic times. County employees must be supported to effectively deliver these essential services even during the most difficult economic periods.</p>	<p>1. Continue to refine methods, process, and approach related to providing meaningful performance feedback, supportive of employee growth and professional development, and performance management processes. Develop management’s ability to guide and support remote teams, and to guide staff through the significant adjustments required to effectively deliver service in a world dramatically changed by COVID-19.</p> <p>Continue to monitor employee compensation and benefits to provide a fair total compensation package that is internally equitable and externally competitive with adjustments responsive to the current market conditions, to support attraction and retention of qualified public employees with a commitment to service excellence. Balance these guideposts along with the need to ensure qualified staffing to deliver necessary services with current and upcoming fiscal constraints.</p> <p>Provide employee training and education to develop and strengthen professional knowledge and skills, and with focus on educational strategies that will build and support a positive workplace culture. Continue to invest in employee safety and health as top priority commitments.</p> <p>Invest in training, development, and professional growth of management, to develop skilled and effective leadership at all levels. Align leadership approach at all levels to create a positive, service-oriented, and effective workplace culture, supportive of employee engagement and growth, and</p>	<p>Anderka Support Hemze</p>	<p>Ongoing</p>	<p>The County continues to build upon a performance based and innovation focused culture, including developing management approach aligned with these goals. Various training and educational sessions were prepared and delivered to County employees during the past year. The COVID-19 pandemic has prompted more frequent communications with employees and management via email, video conferencing technology, and through creation of a new COVID-19 resources page on the County’s intranet site. New HRIS/Payroll System implementation was completed for go-live in Q2 2019. Employee Relations also implemented a new Learning Management System to support more effective delivery, tracking, and management of employee training and development. Employee Relations has worked to develop new County Policies, safety and health protocols, and workplace guidance responsive to the COVID-19 pandemic and continues to deliver updated guidance and resources for employees</p>
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II. Culture (Continued)		<p>ready to address the unprecedented challenges of the COVID-19 pandemic.</p> <p>Evaluate methods of communicating information to both current and prospective employees. Identify strategies to enhance communications approach and develop more effective connections with audience. Address the unique challenges of communicating to a dispersed and remote workforce, testing new methods and approaches, and adjusting to the significant changes in the way we work in light of a worldwide pandemic. Incorporate and hone the most effective new methods to communicate with and support the County workforce in this new world.</p>			and management as the situation progresses.
	B. Create a culture of innovation .	<ol style="list-style-type: none"> 1. Communicate new Rapid Improvement Event method to all employees, urging all to innovate. Train entire IT Project Management Office team to serve as Innovation coaches and new PMO Manager to coordinate. Further raise employee engagement in Innovative methods, train more facilitators, spark more innovations and cultural change, and improve measurement of results. 2. Support a culture where the above can be facilitated in work environment more focused on remote working and teleworking. Look to build and enhance business processes and structures that increase efficiencies in a remote/telework structure. 	Koktavy Support: All	Ongoing	Added Innovation management duties to Project Mgt. Officer position. PFS working w/ IT on innovative repository project stemming from Kaizen. Work has begun on improving the IT Onboarding process from Kaizen. Training exercise on the use of a specific innovation tool was facilitated for Public Services. The Innovation Leadership Team continues to focus on areas of big impact affecting multiple departments with an emphasis on the creative use of existing technology.

II. Culture (Continued)	C. Address the health disparity of Carver County residents experiencing poverty.	1. Community Health Workers will utilize information gained from the County Health Assessment to work with communities and individuals to reduce health disparities in Carver County.	Franks	Ongoing	The County has hired its first Community Health Worker. Outreach to Latino community has significantly increased.
	D. Continue to develop a consistent leadership approach at all levels in support of County goals and vision. Support positive organizational culture development, through effective leadership engagement at all levels.	1. Continue to build on effective discussions and communication with all levels of County leadership. Align mid-level management methods and approach with organizational goals and vision.	Hemze Anderka Support: Div Directors	2018-19	Employee Relations has continued work to develop effective union relationships and engage with County management to discuss challenges, goals, and strategies for effective supervisory and management leadership at all levels. Work to provide continued leadership development and communication opportunities continues.
	E. Court Services	1. Transition Court Services employees to County employees within the HHS Division.	Hemze Support: Anderka, Franks	Q4 2020	Union negotiations are in-progress regarding the terms and conditions of employment for Court Services staff.

III. Connections (Continued)	A. Develop technology infrastructure, and applications to provide better service and communication to the Carver County community and to raise productivity.	1. Implement an IT Project Management software to help track tasks, IT resources, and portfolio management to increase project visibility and success within the organization.	Koktavy	Q1 2021	IT reviewed top project management solutions within its budget. Clarizon has been selected and IT is working through approval of master purchasing agreement and a professional service agreement for implementation based on IT's business requirements.
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		<p>2. Implement IT Strategic Plan, including increased external “Cloud” hosting and improvements in IT structure, management, customer service and communications, core technologies, data integration, and the development of high-level business intelligence.</p>	<p>Koktavy Support: Hemze</p>	<p>Ongoing</p>	<p>Sustain implementation of updated IT Strategic Plan. Implementing Office365 in the Cloud (externally hosted). Wrapping up the roll out of the Office portion with the VDI upgrade. Created strategic roadmap for the implementation and architecture review of Office 365. Moved CRM on-premise to the Dynamics365 Cloud platform. Contracting with a vendor to design a Dynamics365 portal for resident and businesses to interact with County applications. Contracting with a consultant to help with the Exchange on-premise migration to Office365, including the migration of employee mailboxes. Developing governance and policies around OneDrive for internal and external data sharing. Rolled out WebEx as a web conferencing solution and evaluating Microsoft Teams as a second option. Given the number of employees teleworking due to COVID-19, these conferencing solutions</p>
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<p style="text-align: center;">III. Connections (Continued)</p>		<p>3. Continuously advance cybersecurity protections and training.</p>	<p>Koktavy</p>	<p>Ongoing</p>	<p>help to connect our workforce. Created and filled a full-time IT Security Manager position that solely focuses on cybersecurity. Completed a full County security assessment to help build a security roadmap. Implemented Multifactor Authentication (MFA) for VDI and Microsoft Cloud platform. Implementing a new next generation anti-virus solution. Purchased and deployed a Security Information and Event Management (SIEM) system that analyzes security logs across systems. Contracting with a vendor to develop a Security Breach Communication Plan. Continue to move the County's cybersecurity training program w/ software (KnowBe4) that provides training and phishing emails to test and train staff.</p>

III. Connections (Continued)		<p>4. Expand the County’s broadband fiber optic cable network through CarverLink to meet the growing needs of participating agencies.</p>	<p>Koktavy</p>	<p>Ongoing</p>	<p>Expansion of fiber connectivity to the last six traffic control cabinets. Established a new diverse and redundant internet backbone connection out of Belle Plaine, MN that makes CarverLink a multi-homed network. CarverLink increased the backbone internet capacity from 20GB to 30GB bandwidth. Using the February 2019 approved Right of Way (ROW) Ordinance, CarverLink is expanding its network through the Verizon Chaska Govt Center to downtown Shakopee via the Hwy 101/MN River crossing project as well as the upwards of over 60 miles of planned Connect America Fund 2 (CAF2) construction in rural Carver County that Jaguar Communications is looking to complete over the next 3 years starting in 2019. Add redundant fiber to Hollywood radio tower to eliminate obsolete microwave radio system.</p>
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		5. Develop a best practice for responding to requests for public data including redacting private information that can eventually be implemented county-wide. Review organizational issues related to Responsible Authority assignments to create more efficient and effective responses to data requests.	Koktavy Support: Metz, Kamerud, Franks	2020	Formed a committee to develop best practices. (Kamerud suggests changes to MNGDPA as a possible legislative priority)
	B. Promote community connectedness through partnerships with community organizations, schools and governmental agencies.	1. Continue to evolve and expand legislative priorities and advocacy efforts to accomplish County goals.	Hemze Support: All	Ongoing	Developed 2020 legislative priorities, continued contracted with Scott County for legislative advocacy, hired a federal lobbyist and held a breakfast with local legislators to discuss County priorities. Work with AMC to facilitate policy and legislative changes to maintain efficiencies developed in response to COVID-19.

III. Connections (Continued)		2. State Law changes dramatically increased the use of absentee ballots for the 2016 and 2018 election. The popularity of this preferred voting option is expected to continue and perhaps required to maintain COVID-19 physical distancing for the 2020 election. The County needs to expand its capacity to process absentee ballots for future elections.	Frischmon	Ongoing	Successfully piloted project with Waconia as a City Absentee Precinct for the 2018 primary and general elections, which it plans to continue for the 2020 elections. County staff reserved the County Board room and plans to hire additional city election judges for the 2020 General Election to expand processing capacity for absentee ballots.
	C. Communications: raise and enhance public and employee understanding of County services and resources.	1. Refresh the County’s website to improve the user’s experience on our site. Explore opportunities for customers to conduct additional business through our website.	Koktavy	2020	Finalizing the wireframe of the refresh. Continue work to update content and navigation started in 2019. Contracted with Ledgeview Partners to set up a platform for citizens and businesses to communicate, collaborate, and do business with County services through a portal. We are starting with septic pumping and will expand it from there.
		2. Enhance the development of the County Board agenda technology and improve board room technical capabilities including live streaming.	Hemze Support: Koktavy	2020	Live streaming hardware installed, and service launched in Q1 2020 through YouTube. Gives residents ability to

					access, either live or on demand, Board meetings during COVID-19 pandemic.
		3. Develop County wide maintenance agreements with cities.	Robjent	2020	Define responsibilities for routine highway maintenance activities.
IV. Finance	A. Develop dynamic and flexible budgeting, financing and fiscal forecasting model.	1. Create a sustainable funding system to develop, maintain and replace existing road, bridge, parks and trails infrastructure over a 20-year capital investment cycle. 2. Evaluate effects of COVID-19 on transportation and park revenue	Robjent Support: Frischmon	2016-2019	Goals and strategies incorporated into 2040 comp plan along with performance measures. PW continues to implement Cartegraph Asset Management Software that inventories, rates and tracks assets. The implementation of the Transportation Tax allows the major rehabilitation highways that are more than 60 years old.
		2. Meeting increased service needs of our citizens with limited financial resources.	All	Ongoing	For the 2018-20 budgets, the County Board approved the staff recommended 3-4% tax impact on the average value home which is considered a sustainable strategic solution to structurally balance

					annual operational revenues and expenditures while meeting service demands. Balancing increasing service demands and limited financial resources as the economy heads into a likely recession is expected to be a difficult process for the 2021 budget.
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<p style="text-align: center;">IV. Finance (Continued)</p>	<p>B. Develop, improve and monitor for compliance accounting and budgeting processes, policies, internal controls, etc. to ensure county wide financial efficiency, integrity, transparency and accountability.</p>	<ol style="list-style-type: none"> 1. Continue to Implement Asset Management Systems to efficiently track and manage county assets and plan for future needs. 2. Continue to implement Cartegraph OMS for transportation and parks and trails assets and Assetworks for fleet assets. Enhance mobile work orders within Cartegraph to assign and track maintenance work. Eliminate E-timecard entry for PW Operations staff 3. Prepare a Transportation Asset Management Plan (TAMP) 	<p>Robjent Support: Frischmon, Kamerud, Koktavy</p>	<p>Ongoing</p>	<p>Public Works continues to implement Cartegraph OMS for transportation and parks and trails assets and Assetworks for fleet assets 2018 includes the rollout of mobile work orders within Cartegraph to automate maintenance activities and tracking. PW will prepare a Transportation Asset Management Plan (TAMP) in 2019. IT and Facility Services are working on integrating asset management within the work order software system. Launched Kaizen on capital assets (and inventory \$2,500-4,999) and insurance on assets.</p>
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	<p>A. Construct sufficient county infrastructure to accommodate land development while protecting natural resources and limiting the financial burden on the existing tax base.</p>	<ol style="list-style-type: none"> 1. Update Transportation Tax Implementation Plan and 5-year CIP Enhance the web site to describe the projects and report progress. Determine financing needs as necessary for county share of projects if grants are won for large projects on Highways 212 and 5. 2. Enhance the county development review process. Improve communication process between cities and county related to land development and impacts to transportation system. Utilize technology as much as possible. Develop engineering review fee structure to ensure quality outcomes. 	<p>Robjent Support: Frischmon</p>	<p>2020</p>	<p>Implementation plan complete with CIP, A, B, C priorities. Refine implementation plan in 2020, incorporating new forecasts.</p>
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V. Growth (Continued)	B. Modernize County Fleet Operations.	1. Analyze and enhance pool car program. Launch pilot kiosk program. As part of space plan, consider storage of pool cars.	Robjent Support: Frischmon, Kamerud, Franks and Koktavy	2020	
	C. Develop Lake Waconia Regional Park	1. Apply for grants and state bonding for Phase II development and plan for County funding share.	Robjent	2020-22	Submitted request for \$4.35M in State Bonds. County needs to match funding.
		2. Develop Coney Island	Robjent	2020-21	
		3. Develop removal plan for Waconia Event Center	Robjent	2020	

D. Plan for impacts of new CCWMO Plan.	1. Determine operational impacts of O&M agreements. Operations and maintenance agreement include inspection and maintenance requirements for new BMPs built with projects. This will require additional resources for the county. Develop partnership with WMO, PW and others to inspect stormwater BMPs.	Robjent Support: Koktavy	2020	Coordination between PW and PWM to determine additional resource needs to be finalized in 2020.
	2. Enhance the county development review process. Improve communication process between cities and county related to land development and impacts to transportation system. Utilize technology as much as possible.	Robjent Support: Koktavy	2020-21	
F. Evaluate recyclable materials accepted at County recycling sites and events to improve our service to residents and businesses and prepare for future growth.	1. Analyze markets and local opportunities to enhance or offer new environmental service programs.	Koktavy	2020	In March 2020, Environmental Services added home-generated needles and medical sharps to the list of no-charge items accepted at the Environmental Center. This addition provides Carver County residents with a safe, convenient and affordable management solution for consumer generated sharps waste.
G. Develop a sustainable model to protect the County's water from Aquatic Invasive Species (AIS).	1. Analyze different service delivery options, cost saving measures, and revenue sources to deliver a sustainable and equitable AIS program.	Koktavy	2020	Several options for delivery and cost savings analyzed in 2019. County Board continued with current model in 2020. Program funding is fluid and options will be revisited for 2021. Impacts of COVID-19

					on funding may present additional challenges.
	H. Implement the County master space plan to accommodate growing citizen service needs, county staffing, and facility needs.	1. Reassess phase one of the master space plan given the impacts of COVID 19. Update spaces to accommodate COVID 19 impacts.	Koktavy Support: Franks	2020-21	Prior to COVID-19, reviewed a number of sites as potential options for the HHS campus. As a next step, need to work with divisions and the architect to refresh/reassess the master space plan and evaluate space scenarios based on the changing work environment as a result of COVID-19.
		2. Refine and develop both short term and long-term facility protocols, plans and improvements related to health including preventing the spread of COVID-19. Rethink gathering places such as waiting rooms, conference rooms, break rooms, etc. to implement health best practices.	Koktavy	2020	Installed plexiglass at service counters. Refined cleaning protocols to assist in protecting health.
	I. Update zoning codes	1. Update/amend the zoning code to reflect 2040 Comprehensive Plan.	Koktavy	2020-21	Drafting Code changes to present to all Townships and Planning Commission Advisory Board in Winter of 2020. County Board approval Spring of 2021.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Covid-19 Phase I Reopening Update #2

Primary Originating Division/Dept: Administration (County)

Meeting Date: 6/9/2020

Contact: Dave Hemze Title: County Administrator

Item Type:
Regular Session

Amount of Time Requested: 20 minutes

Attachments: Yes No

Presenter: Dave Hemze Title:

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Chief Justice Lorie Gildea has issued the attached court order on behalf of the Judicial Council requiring access to services at the court public service counters and law libraries on or before Monday, June 15. County Administration has worked with Carver County Court Administration to develop a plan to open these services by appointment only.

The status of other First Judicial District Counties includes the following.

- Dakota - TBD. Buildings are currently closed except by appointment only.
- Goodhue - TBD.
- LeSueur - Open June 8 for walk in. Other county services by appointment only.
- Sibley - Open June 8 for walk in. Buildings are open.
- Scott - Open on June 15. Counters are open but buildings remain closed.

In addition to the Courts changes, a number of other updates are included in the attached Phase I Update #2.

ACTION REQUESTED:

Motion to adopt Covid-19 Phase I Reopening Update #2.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

FILED

May 28, 2020

**OFFICE OF
APPELLATE COURTS**

STATE OF MINNESOTA

IN SUPREME COURT

ADM20-8001

**ORDER GOVERNING PUBLIC ACCESS AND
SERVICES AT JUDICIAL BRANCH FACILITIES**

O R D E R

The operations of the Minnesota Judicial Branch during the statewide peacetime emergency first declared by the Governor of Minnesota on March 13, 2020, are governed by the order filed on May 15, 2020. *See Operations of the Minnesota Judicial Branch Under Emergency Executive Order Nos. 20-53, 20-56, No. ADM20-8001 (Minn. filed May 15, 2020).* The Judicial Council has determined that the Judicial Branch is now in a transitional phase. Part of the planned, methodical, and gradual expansion of Judicial Branch operations in this transitional phase includes a limited expansion of access to public services in court facilities.

IT IS HEREBY ORDERED THAT:

1. On or before June 15, 2020, access to services at the court public service counters or a clerk's office in the court facility, including services provided through public access terminals, will be available in at least one location in each county in the state of Minnesota unless, subject to the approval of the chief justice, the chief judge for a district extends that date for the counter in a specific county. These public service counters will be open Monday through Friday, from 8:00 a.m. to 4:30 p.m. In order to comply with the Minnesota Judicial Branch COVID-19 Preparedness Plan, services available at the

counters or public-access terminals may be as scheduled by the court administrator. Access to self-help services will continue to be provided electronically or by telephone until further order of this court. Access to court facilities may be subject to conditions imposed by government entities that own the buildings that house court facilities.

2. The district administrator or the Clerk of the Appellate Courts shall follow the guidelines, distancing, and disinfecting measures in the Minnesota Judicial Branch COVID-19 Preparedness Plan in providing access to court public service counters.

3. The State Law Library will re-open to the public on June 15, 2020. Access to the State Law Library may be by appointment only, and the State Law Librarian, in consultation with the State Court Administrator, can implement additional services, hours, and in-person patron limits for the State Law Library to comply with the Minnesota Judicial Branch COVID-19 Preparedness Plan.

4. Other than as set forth in this order, the order of May 15, 2020, continues in full force and effect.

Dated: May 28, 2020

BY THE COURT:



Lorie S. Gildea
Chief Justice



COVID-19
Reopening Carver County – Phase I Update #2
~~As of May 19~~ Proposed June 9, 2020

Reopening Carver County – Phase I recommendations are attached with a proposed implementation date of Monday, May 4. Recommended Phase I updates are also shown with a proposed implementation of Wednesday, June 3. The main objective of the phased plan is to keep our citizens and employees safe and healthy while gradually reopening County services. Related strategies include the following.

1. All buildings remain closed to general walk-in traffic during Reopening Phase I.
2. Service by appointment is offered for certain services that cannot be completed via other methods or are difficult to complete online due to lack of an electronic solution, complexity of transaction, or customer barrier to accessing the service online.
3. Electronic processing of documents and applications, and delivery of services via virtual methods are continued and increased where possible. Methods for effective virtual service delivery are refined. Innovations are continued into the future when appropriate.
4. Physical spaces are appropriately prepared (room arrangements to support social distancing, protective barriers installed, enhanced cleaning protocols continued, etc.).
5. Employees continue to telework where effective service delivery can be provided through remote work arrangements.

Protocols related to services that are reopened will be guided by the Center for Disease Control (CDC) and Minnesota Department of Health (MDH) recommendations. Reopening Carver County - Phase II and Phase III will be recommended to the Board later based upon health data and trends, with the goal of incrementally reopening all Carver County buildings and services.

Continuing to strategically enhance the County's ability to quickly convert to effective service delivery in the event of renewed social distancing or stay at home guidance will remain an ongoing area of focus. It is the County's goal to be prepared and responsive to current and future challenges, while maintaining employee and community health, safety, and wellbeing as top priorities.

COVID-19
Reopening Carver County – Phase I Update

As of May 19 Proposed June 9, 2020

Division	Services to Reopen	Services to Remain Closed/Other Notes
County Attorney	<u>Jury trials</u> : Scheduled to resume in June <u>July</u> . Prosecutors and staff will be appearing in court, along with defense attorneys, witnesses and jurors. We are working with the Courts to implement appropriate safety protocols.	
<u>Court Administration</u>	<ol style="list-style-type: none"> 1. <u>Jury trials</u>: See above note. 2. <u>Service counters</u>: Open by appointment only beginning Monday, June 15. Services include criminal, traffic, juvenile, CHIPS, family, civil, and probate related cases. 3. <u>Law Library</u>: Space and computer terminals open by appointment only beginning Monday, June 15. 	
Employee Relations	N/A – All services fully operational remotely	Employee Relations is fully functional remotely and completing all services via available technology. Employee Relations will continue to deliver services remotely during Reopening Phase I.
Health and Human Services	<ol style="list-style-type: none"> 1. <u>CareerForce</u>: By appointment only for employment assistance and by reservation for job searches on computers. 2. <u>Accounting</u>: Receipt Child Support payments 3. <u>Adolescent Day Treatment</u>: Open two days per week (other days done thru telehealth) 4. <u>Immunization clinics</u>: By appointment only. 5. <u>Adult and Juvenile Probation</u>: By appointment only for high risk clients. 6. <u>Prep Adventure Summer Program</u>: Operating in a scaled back half day small group version. 	<u>Child and Family services, Home and Community-Based Care services, and Financial Assistance</u> : All services have continued utilizing alternative communication methods during the building closure. Remote work and tele/video communication solutions will continue until further notice.

<p>Property and Finance</p>	<ol style="list-style-type: none"> 1. <u>Property Tax, Land Records, Assessing, License Centers, and Elections & Licensing</u>: By appointment only for certain services including <u>driver's licenses</u>, County Commissioner candidate filing, land record plats, complicated property tax appeal, complicated property tax statement, delinquent property tax confession of judgements, etc. 2. <u>Property tax payments</u>: Can be made via a drop off box in the Government Center parking lot, a drop off box at the Chanhassen License Center, the Chaska License Center drive-through, online payments via county website, or US mail. Property tax payments by appointment for other limited circumstances. 	<ol style="list-style-type: none"> 1. <u>Driver's Licenses and Passports</u>: Currently unable to process due to State and Federal restrictions. Open by appointment only when made available by the state and/or federal government. 2. <u>License Center drive through windows</u>: Open for limited services such as tab renewals, title transfers and DNR licenses. 3. <u>Marriage licenses</u>: Can now be provided electronically.
<p>Public Services</p>	<ol style="list-style-type: none"> 1. <u>Complicated applications/permits</u>: By appointment for Veteran Services, Land Management/Environmental Services/Water Mgmt. 2. <u>Outdoor services</u>: Provide services that can be conducted outside such as AIS inspections, land management site visits, feedlot inspections, septic inspections, water management field work, etc. 3. <u>Rural recycling drop-off sites (Cologne, Mayer and NYA)</u>: Open during regular hours but will be unstaffed. 	<ol style="list-style-type: none"> 1. <u>Libraries</u>: Remain closed. Offering curbside pickup at Chanhassen and Waconia all locations, Express Library at Mayer, <u>Cologne</u>, and Carver, and expanded online and social media-based services and programs. Will continue to explore opening additional curbside locations. Open Chanhassen and Waconia computer access by appointment only on Wednesday, June 3. 2. <u>Environmental Center</u>: Open drive through on Wednesday, June 3. 3. <u>County Board and Advisory Committee Meetings</u>: Buildings remain closed for County Board, advisory committees, and other meetings which will be conducted via videoconference. Researching additional options for enhanced public input. 4. <u>Extension</u>: University of Minnesota has canceled <u>in person</u> Extension programs though the end of June.

<p>Public Works</p>	<ol style="list-style-type: none"> 1. <u>Park:</u> Parks and trails including playgrounds and restrooms are open. 2. <u>Campgrounds:</u> If allowed by the Governor, Baylor campground will opened on <u>June 1</u> May 18th with a modified model. 3. <u>Beaches:</u> <u>Beaches will operate under a self-guided model. This will be monitored and adjusted as needed. Lifeguard service during peak times starts June 13th and ends August 24th.</u> 4. <u>Parks recreation services:</u> Continues with development of new programs and service delivery models. Work continues to implement household size/members into various programs, continue with virtual and self-guiding programming and marketing and outreach. Some seasonal instructors are utilized as needed. 5. <u>Right of way negotiations:</u> One-on-one meetings with property owners to begin in June <u>occurs</u> as necessary. Physical distancing and PPE protocols in place. 	<p><u>Park amenities:</u> Beaches and Park Shelters remain closed. until at least June 1. Lifeguard service on hold through June 13 pending further evaluation. Large events continue to be cancelled including 4th of July Fireworks.</p> <p><u>Highway Operations:</u> Continue as is with staff split in 3 locations (Cologne, Hollywood, and Chaska) with 5-6 people in each. Crews separated except on larger projects that require more than 6 people, in which case they are split into small sub-groups and practice physical distancing. Seasonal staff added. Mechanics continue to work in a day and night shift to limit the staff in the shop.</p> <p><u>Highway Construction:</u> Continues as planned. Field crews trained in prevention of infectious disease spread in highway work zones. Portable wash stations added.</p> <p><u>Parks Maintenance:</u> As workload increases, seasonal staff are added.</p>
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Sheriff's Office	<ol style="list-style-type: none"> 1. <u>Records requests</u>: Start allowing. 2. <u>Jail visitation</u>: Start allowing via WebEx, Zoom, or similar platform. 3. <u>Permit to carry</u>: Maintain by appointment but potentially expand days/hours. 4. <u>Permit to Purchase</u>: Continue to encourage receiving by mail and possibly add drop box. Place secure receptacle in the Lobby for receipt of permits to purchase for those who choose in-person delivery. 5. <u>Volunteer-led jail programs</u>: Resume some in-house programs (e.g., bible study) via WebEx, Zoom, or similar platform. 6. Resume admitting self-reports for in-custody sentences if the subject has been sentenced to 10 days or less. 	<p>Most Sheriff Office services have continued during suspension as they are essential.</p>
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