



## CITY COUNCIL STAFF REPORT

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**TO:** City Council

**DATE:** May 12, 2025

**DEPARTMENT:** Public Works Department

**PREPARED BY:** Chantell O'Neal, Assistant Director, Engineering

**PRESENTER:** Chantell O'Neal, Assistant Director, Engineering

**AGENDA TITLE:** Patch Paving – Pothole Stop Gap Project

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### RECOMMENDATION

Receive staff presentation and provide direction regarding:

1. Approval of a limited-scope patch paving project targeting the worst pothole condition streets using stop-gap strategies;
  2. Authorization to solicit competitive bids for construction; and
  3. Confirmation of street locations for inclusion in the bid package.
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### BACKGROUND

During the Mid-Year Budget meeting of March 20, 2025, the City Council discussed the urgent need to improve the drivability of streets in poor condition throughout the City. At that time, staff recommended the use of unassigned reserves for targeted street maintenance to address the most critical locations.

In response, staff is proposing a limited-scope "stop-gap" project to perform patch paving repairs at the most deteriorated locations that are appropriate for this treatment and not otherwise scheduled for repair in the 5-year Capital Improvement Plan. This project will be developed by the City's On-Call Engineers using minimal funds for design with a limited scope of tasks.

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### PROJECT DESCRIPTION

The Patch Paving – Pothole Stop-Gap Project will focus exclusively on two techniques:

1. **Linear Wheel Path Cracking Repair**
2. **Standard Pothole Patching**

These strategies are intended to significantly improve drivability without the need for extensive engineering design or utility coordination, as would be required in a full roadway reconstruction or rehabilitation project.

The City has retained Lumos Engineers under its On-Call Services Contract to prepare technical specifications for the project. The Lumos contract amendment 1, authorized on April 28, 2025, included \$8,500 for the design services of the Stop-Gap Project.

Staff proposes to use up to **\$350,000 of unassigned reserves** to fund the construction of the patch paving work. Alternately, Local Streets and Roads (LSR) money could fund a portion of this project.

A **competitive bid solicitation process** will be used in accordance with City procurement requirements. Staff will ensure that the advertisement for bids is published for a minimum of **15 days** prior to bid opening.

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## DISCUSSION

The key distinctions between this proposed stop-gap patch paving project and a full reconstruction project include:

- **Design Requirements:** Stop-gap patching requires minimal design and can be addressed using general specifications prepared by the City's On-Call Engineer. Reconstruction typically requires detailed civil engineering plans and review of subsurface utilities and drainage.
- **Cost and Scope:** Stop-gap projects are limited in scope and cost, allowing the City to stretch funds across a wider area. Reconstruction efforts would target fewer streets and cost significantly more per location.
- **Timeline:** With minimal design and no utility work, patch paving can be completed quickly, offering more immediate improvement to drivability.

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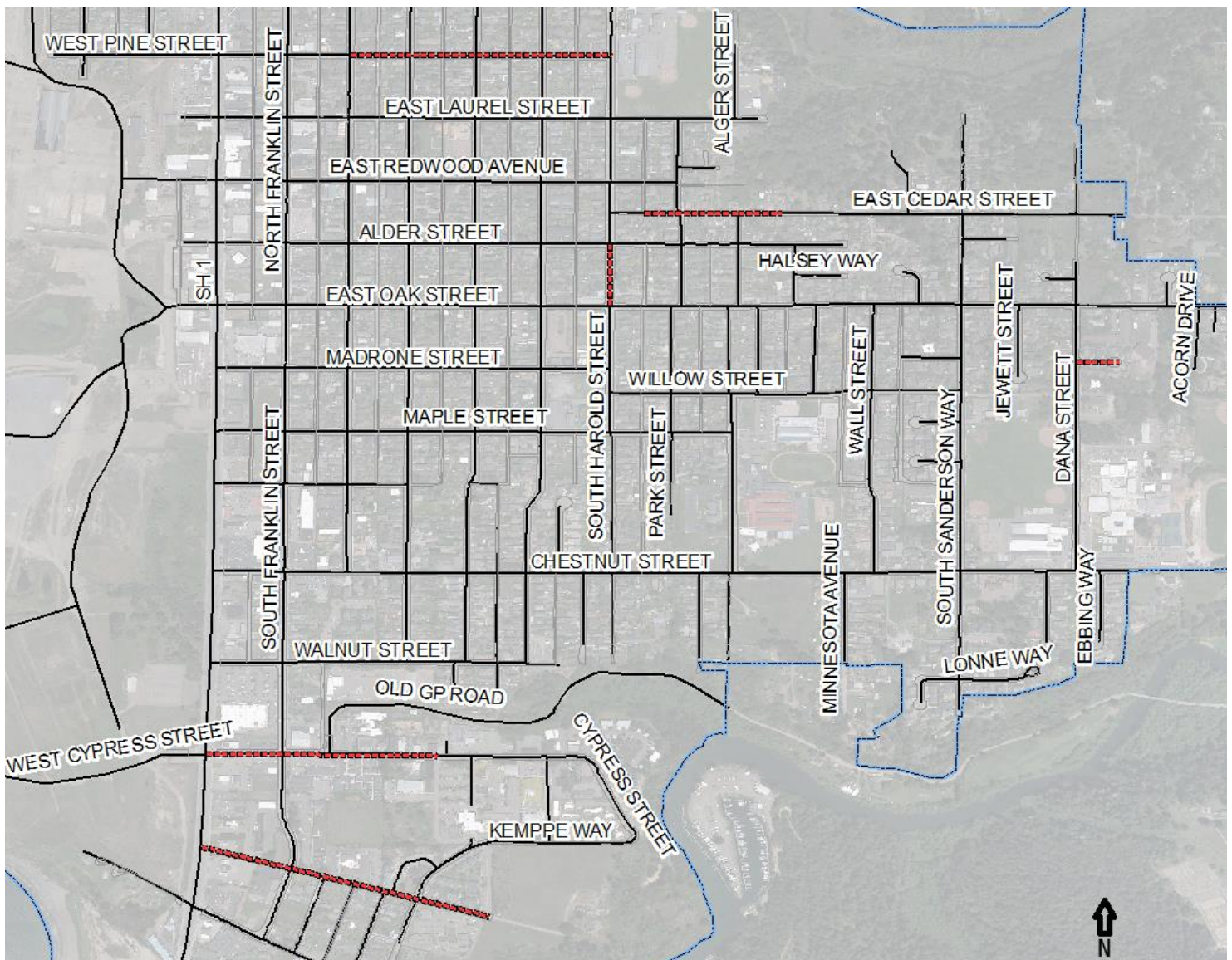
## NEXT STEPS & COUNCIL DIRECTION NEEDED

Staff seeks Council direction on the following:

1. **Confirm Locations and Priority:** A draft list of streets for inclusion in the patch paving project is below. Council direction is requested to finalize the list for bidding

in the order of priority in the event that the funding allocated does not allow for all identified locations.

Roadway	Beginning	End
South Street	Main Street	End of City-Owned Pavement
Cypress Street	Main Street	2025 Project Limit
Pine Street	N McPherson	N Harold
Cedar Street	Alley East of Harold	Speed hump east of Otis Johnson Park
North Harold Street	Oak Street	Alder Street
Taubold Court	Beginning	End



2. **Specify Amount and Fund Source:** Staff seeks confirmation that the \$350,000 is the appropriate amount for us on this project and requests clarification if this project is to be funded by the unassigned reserves earmarked at mid-year budget.
  3. **Authorize Bid Advertisement:** Staff recommends that the Council authorize release of the bid solicitation as soon as possible to allow work to occur during the upcoming construction season.
  4. **Award of Contract:** Following bid opening, staff will return to Council with a recommendation for contract award.
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## **FISCAL IMPACT**

The project will be funded using up to \$350,000 from unassigned reserves, as previously discussed and recommended at the Mid-Year Budget Review. Specifications development is funded through the On-Call Engineering contract with Lumos Engineers.

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