

Memorandum

TO: City Council
FROM: Stephanie Smith , City engineer
DATE: August 4, 2025
SUBJECT: Authorize execution of a professional services agreement for construction observation of public improvements constructed as part of the Papenheims Victoria Valley Orchard development.
ITEM NUMBER: 8.e
SECTION: CONSENT AGENDA

REQUESTED MOTION

Authorize execution of a professional services agreement with WSB, Inc. for engineering services related to the construction of public improvements as part of Papenheims Victoria Valley Orchard development.

INTRODUCTION

On June 16, 2025 the city council approved the final plat for 4304 Victoria Street North - Harstad Hills, which has since been platted as Papenheims Victoria Valley Orchard. This development will construct public improvements, and the development agreement detailed the city's observation of the construction and future ownership and maintenance once the construction is complete.

DISCUSSION

On June 16, 2025 the city council approved the final plat of for 4304 Victoria Street North - Harstad Hills, which has since been platted as Papenheims Victoria Valley Orchard. This development will construct public improvements which the city will take over for ownership and maintenance once complete. It is in the interest of the city that the construction is observed to ensure compliance with city standards and industry best practices. The subdivision and site development agreement required the developer to escrow funds and cover any costs above the escrowed amount, for costs associated with the city's construction observation.

WSB submitted a proposal for construction observations services based on the developer's construction schedule and scope. Their staff will inspect the public improvements for an estimated fee of \$45,296.00. WSB will bill for actual costs incurred. The construction observation will be paid from the developer's escrow, per their development agreement with the city. WSB has performed construction observation on similar projects in the past and their work has been acceptable. A copy of the agreement is attached at the end of this report.

RECOMMENDATION

It is recommended the city council authorize execution of a professional services agreement with WSB, Inc. for engineering services related to the construction of public improvements as part of Papenheims Victoria Valley Orchard development.

ATTACHMENTS

WSB Agreement