City of Prairie City

Special Meeting

August 12, 2026

Attendance:

Mayor Bradford
Councilor McClung
Councilor Ed Clark
Councilor Bernard
Councilor Bernard
Councilor Coburn
Mike Patterson, Public Works
Brian Hueckman, Public Works
Shonalie Oakes, City Recorder

Visitors:

Joe Hitz, Engineer
Sue Malaney

Mayor Bradford called the special meeting to order, the pledge of allegiance was recited and the roll was called.

Bids and Budget Overview:

- Bids received (3 of 8 plan holders):
  - Hueckman Contracting LLC (low bidder)
  - Lovisone Construction
  - 3D Excavation and Construction
- Project structure:
  - Schedule A (Small City Allotment scope): ~$209,000 (within $250,000 ODOT grant)
  - Schedule B (City Hall improvements): ~$49,959 (city-funded; not grant-eligible)
- City budgets discussed:
  - Small City Allotment grant: $250,000
  - City Hall improvements budget: reduced to ~ $106,000 (prior discussion mentioned $100–120k range)

Grant Scope and Potential Amendment

- Current grant scope allows AC patching; chip seal originally contemplated.
- ODOT confirmed an amendment can be submitted to fully utilize the $250,000 by adding similar work (e.g., additional paving, ADA ramps).

- Preference expressed to defer chip seal to a county partnership program (more cost-effective: county provides equipment/labor; city pays oil/rock) and use current grant for asphalt patches and ADA ramps.

City Hall Improvements (Schedule B)

- Consensus: Proceed due to safety and deterioration concerns.
- Scope highlights:
  - Maintain existing south ramp and stairs.
  - Add new ADA ramp on north side wrapping east to van-accessible handicap parking.
  - Handicap parking added on north side; no impact to adjacent fire department access (generator/power).
  - Water meter/valve to be adjusted to grade; access maintained.
- Snowmelt/heated concrete discussion:
  - 5 bids received (electric systems), estimated $4,000–$10,000.
  - Life expectancy unknown; to be researched further.

Use of Remaining Grant Funds (~$40,000)

- Priorities discussed:
  - Complete all critical asphalt patches, especially:
    - Main Street (RWB/frontage; Water Alley)
    - McCallum/12th (water line trench area)
    - Other water repair patches (e.g., Johnson, near Dusty Williams/Carol Purvis)
  - Add ADA ramps for accessibility:
    - Focus on 5th & Main intersection (near post office and businesses), two ramps prioritized.
    - Consider additional ramps where feasible (e.g., 6th & Main), recognizing lack of sidewalk in some locations.
  - Prepare roads for future chip seal (crack sealing where appropriate, especially Bridge Street to align with county corridor).
    - Crack sealing cost rough order: ~$1/linear foot.
    - Each ADA ramp: ~ $5,000.
- **Engineer guidance:**
  - Chip seal best on roads in fair condition; not effective for alligatored roads.
  - Asphalt: ~$200/ton; $40k ≈ 200 tons (unit price basis in contract).
  - Consider ADA ramp packages at select intersections to improve town-wide ADA compliance incrementally.
  - Potential to use city crews for prep to stretch funds; contractor to pave under unit prices.

    - Striping needs to be included where ramps alter crossings.

County Partnership for Future Chip Seal

- County program (annual; application-based) likely provides:
    - Equipment/labor; city pays materials (oil/rock).
    - Past examples included county offering rock and crack sealing support.
- Strategic target: Bridge Street to extend existing county chip seal corridor through town, improving grant competitiveness.

Decisions and Motions

- Motion approved (unanimous):
    - Award contract to Heckman Contracting LLC as low bidder for:
        - Schedule A (grant-funded) and Schedule B (city-funded).
    - Contingent on no written bid protest within 7 days of Notice of Intent to Award.
    - Authorize Mayor Bradford(with Mayor McClung, Pro Tem as backup) to:
        - Sign Notice of Intent to Award, Notice of Award, contract documents, and Notice to Proceed.
        - Approve change orders up to $10,000 each to address unforeseen conditions (e.g., buried obstructions), with effort to notify Council if over $5,000.

MSP: Councilor Ed Clark/McClung. Passed Unanimously

- Direction to Staff:
    - Public Works (Mike, Brian) to provide by Friday:
        - A prioritized list beyond the 5th & Main ADA ramps, including:
            - Additional ADA ramps (e.g., 6th & Main if feasible).
            - Asphalt patches (all critical water-line trench patches, key intersections).
            - Crack sealing candidates (prepare Bridge Street for future chip seal).
    - Engineer (Joe) to:
        - Use unit bid prices to price the added items.
        - Prepare ODOT amendment request to reallocate from chip seal to the selected like-for-like improvements.
    - Proceed to issue Notice of Intent to Award immediately; after 7 days without protest, issue Notice of Award and contracts.

Next Steps and Timeline

- Immediate:
    - Mayor to sign Notice of Intent to Award; distribute to bidders.

    - Public Works submits prioritized list by Friday.
    - Engineer compiles amendment package for ODOT with final list.
- Short-term:
    - 7-day protest period concludes; issue Notice of Award and contracts.
    - Target start of construction in early fall; work likely continues into October.
- Ongoing:
    - Explore county chip seal application when program opens.

Adjournment

- MSP: To adjourn the meeting. Councilor Coburn/Clark. Approved unanimously.
- Meeting adjourned.

Approved by the City Council on this 14th day of October 2026 and signed by the Mayor.

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Colby Bradford, Mayor

Attested

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Shonalie Oakes, City Recorder