

City Commission meetings are broadcast live on TV Fargo Channel 56 and online at FargoND.gov/streaming. They are rebroadcast Mondays at 5:00 p.m., Thursdays at 7:00 p.m. and Saturdays at 8:00 a.m.; and are also included in our video archive at FargoND.gov/citycommission.

- A. Pledge of Allegiance.
- B. Roll Call.
- C. Approve Order of Agenda.
- D. Minutes (Regular Meeting, June 5, 2017).

CONSENT AGENDA – APPROVE THE FOLLOWING:

- 1. 2nd reading, waive reading and final adoption of an Ordinance Rezoning Certain Parcels of Land Lying in Bison Meadows Second Addition; 1st reading, 6/5/17.
- 2. Six-month extension of the “FA” Alcoholic Beverage License for Perla’s Fresh Mexican.
- 3. Renewal of Alcoholic Beverage Licenses and Live Entertainment Licenses until June 30, 2018, contingent on all essential requirements for renewal being met by 6/30/17.
- 4. Resolution Calling for a Public Hearing for the Issuance of Revenue Bonds by the Colorado Health Facilities Authority on Behalf of the Evangelical Lutheran Good Samaritan Society and authorizing the publication of a notice of the public hearing; set the hearing for 5:15 pm on 7/17/17.
- 5. Request for an extended leave of absence without pay for Fred Lassonde.
- 6. Position Evaluation Committee Recommendations.
- 7. Receive and file Comprehensive Annual Financial Report (CAFR) and Independent Auditor’s Report for the year ending December 31, 2016.
- 8. Agreement for Services with Ryan Williams to support the Child Care Physical Activity Health Code Training.
- 9. Agreement for Services with Megan Myrdal to implement healthy concession stand options.
- 10. Agreement for Services with Jeremy Kelly to write a plan for a syringe exchange program.
- 11. Amendment to Agreement with Nate Hendrickson to support the Child Care Physical Activity Health Code Training.
- 12. Purchase of Service Agreement with Central Cass School District for nursing services for the 2017-2018 school year.

13. Page 2 Memorandum of Understanding with the southeast region of ND in case of a public health emergency.

14. Notice of Grant Award with the ND Department of Health for Public Health Emergency Preparedness City Readiness Initiative (CFDA #93.069).
15. Purchase of Service Agreement with the ND Department of Health for Emergency Response Services (CFDA #93.069).
16. Award of Bid for portable morgue equipment to Mopec.com (RFP17144).
17. Service Agreement with Fargo Public Schools for nursing care services for special education services for summer school 2017.
18. Agreement with Katherine Glen to provide Public Information Services Coordinator duties from 7/3/17 to 12/31/17.
19. Bid award to Data Technologies for installation of FutureFLEX Air-blown Fiber at the FARGODOME.
20. Five-year contract with Enhanced Properties, Inc. for transit passenger shelter maintenance services.
21. Change Order No. 1 for an increase of \$750.00 for GTC Deck Overlay and Exhaust Duct Relocation Project.
22. One-year Subscription Agreement with mySidewalk.
23. Hourly parking rates for the Roberts Parking Garage.
24. Amendment to the Parking Agreement with DFI Roberts LLC.
25. Site Authorizations for Games of Chance:
 - a. The Arc Upper Valley at Borrowed Bucks Roadhouse.
 - b. Sharehouse Inc. at Bismarck Tavern.
26. Applications for Games of Chance:
 - a. Fargo Lions Club for a calendar sports pool from 9/11/17 to 12/25/17.
 - b. Steve Weidner FM Junior Tour for a calendar raffle from 7/1/17 to 6/30/18.
 - c. Fargo Moorhead Derby Girls for a raffle on 7/8/17.
 - d. El Zagal Escort Motor Patrol for a raffle on 10/7/17.
 - e. Patty Deery Benefit for a raffle on 6/22/17; Public Spirited Resolution.
 - f. Oak Grove Lutheran School for a raffle and raffle board on 6/29/17.
27. Application for Bank of ND Infrastructure Revolving Loan Fund Program.
28. Purchase of one Case 320E skid steer from Titan Machinery in the amount of \$36,100.00 (RFP17152).
29. Lease with option to purchase one used motor grader and wing from CapFirst Equipment Finance (RFP17154).

30. Purchase of one John Deere 310SL rubber tire backhoe from RDO Equipment in the amount of \$85,600.00.
31. Change Orders for the City Hall Project:
- No. 6 for an increase of \$45,463.00 for the general construction contract.
 - No. 7 for an increase of \$61,866.00 for the general construction contract.
 - No. 3 for a decrease of \$3,341.00 for the electrical construction contract.
32. Bid advertisement for Project No. WA1510.
33. Bid award for Project No. WW1402-10.
34. Contract Amendment No. 2 with HDR for an increase of \$43,638.00 for Project No. FM-15-J0.
35. Contract and bond for the Police Department Remodeling Project at the Border States Electric Building.
36. Bills.
37. Revisions to the 2017 Capital Improvement Plan:
- Addition of Improvement District No. SL-17-E.
 - Addition of Improvement District No. SL-17-F.
 - Addition of Improvement District No. SL-17-G.
38. Bid delay for Improvement District No. BR-18-A1.
39. Amended Engineer's Report for Improvement District No. BR-17-F.
40. Change Order No. 3 for an increase of \$7,670.00 and time extension to 6/12/17 for Improvement District No. BN-16-G1.
41. Change Order No. 1 for an increase of \$15,120.00 and time extension to 8/3/17 for Improvement District No. BN-16-J1.
42. Create Improvement District Nos. BN-17-G, PR-17-F, SL-17-E, SL-17-F, SL-17-G and UN-15-B.
43. Bid awards for Improvement District Nos. AN-17-C1, AN-17-E1 and BR-17-F1.
44. Contracts and bonds for Improvement District Nos. BR-17-E1, BR-17-J1, BR-17-L1, FM-15-J1, and PN-17-A1.

REGULAR AGENDA:

45. Recommendation for appointments and reappointments to the following Boards and Commissions:
- Arts and Culture Commission.
 - Board of Adjustment.
 - Human Relations Commission.
 - Planning Commission.
 - Library Board.

- a. Adams Seventh Addition (3801 26th Avenue South; 3901, 4001 and 4155 23rd Avenue south; and 2880 and 2852 Thunder Road South); approval recommended by the Planning Commission on 4/4/17:
 1. Zoning change from AG, Agricultural to GC, General Commercial on Lot 1, Block 1, Adams Seventh Addition and a portion of the Northeast Quarter of Section 22, Township 139 North, Range 49 West of the Fifth Principal Meridian.
 2. 1st reading of rezoning Ordinance.
- b. Cottagewood Third Addition (51st Avenue South between 38th Street and 42nd Street South); approval recommended by the Planning Commission on 4/4/17:
 1. Zoning Change from MR-3, Multi-Dwelling Residential with a Planned Unit Development (PUD) to MR-3, Multi-Dwelling Residential.
 2. 1st reading of rezoning Ordinance.
 3. Plat of Cottagewood Third Addition.
- c. Changes in MATBUS Routes 13, 15, 16, 17, 18, 21, 22, 23 and the addition of Route 24; continued from the 6/5/17 Regular Meeting.

47. Construction Projects Update.

48. Update and discussion of current General Fund revenues through May 31, 2017.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Commission Office at 241-1310. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo web site at FargoND.gov/citycommission.

OFFICE OF THE CITY ATTORNEY
FARGO, NORTH DAKOTA

ORDINANCE NO. _____

AN ORDINANCE REZONING CERTAIN PARCELS OF LAND
LYING IN BISON MEADOWS SECOND ADDITION,
FARGO, CASS COUNTY, NORTH DAKOTA

WHEREAS, the Fargo Planning Commission and the Board of City Commissioners of the City of Fargo have held hearings pursuant to published notice to consider the rezoning of certain parcels of land lying in Bison Meadows Second Addition, Fargo, Cass County, North Dakota; and,

WHEREAS, the Fargo Planning Commission recommended approval of the rezoning request on February 7, 2017; and,

WHEREAS, the rezoning changes were approved by the City Commission on June 5, 2017, and,

WHEREAS, a replat of all of Bison Meadows Addition to Bison Meadows Second Addition was also approved by the City Commission on June 5, 2017,

NOW, THEREFORE,

Be It Ordained by the Board of City Commissioners of the City of Fargo:

Section 1. The following described property:

All of Bison Meadows Addition to the City of Fargo, Cass County, North Dakota, is hereby rezoned from "SR-4", Single-Dwelling Residential, District, and "P/I", Public and Institutional, District with a "C-O", Conditional Overlay, District as follows:

Lot Eighteen (18), Block One (1); and Lots Twelve (12), Twenty-eight (28), Forty-six (46), Fifty-six (56), and Seventy-one (71), Block Two (2); Bison Meadows Second Addition to the City of Fargo, Cass County, North Dakota,

is hereby rezoned to "P/I", Public and Institutional, District; and the "C-O" Conditional Overlay, District is wholly extinguished and removed, and

OFFICE OF THE CITY ATTORNEY
FARGO, NORTH DAKOTA

ORDINANCE NO. _____

Lots One (1) through Seventeen (17), Block One (1); Lots One (1) through Eleven (11),
Lots Thirteen (13) through Twenty-seven (27), Lots Twenty-eight (28) through Forty-five
(45), Lots Forty-six (46) through Fifty-five (55), and Lots Fifty-seven (57) through Seventy
(70), Block Two (2); Lots One (1) through Fifty-six (56), Block Three (3); Lots One (1)
through Forty-five (45), Block Four (4); Lots One (1) through Twenty-one (21), Block Five
(5); Lots One (1) through Twenty-six (26), Block Six (6); Lots One (1) through Twenty-six
(26), Block Seven (7); Lots One (1) through Twenty-two (22), Block Eight (8); Lots One
(1) through Thirty-two (32), Block Nine (9); Lots One (1) through Thirty-six (36), Block
Ten (10); Bison Meadows Second Addition to the City of Fargo, Cass County, North
Dakota,

is hereby rezoned to "SR-4", Single-Dwelling Residential, District, and the "C-O" Conditional
Overlay, District is wholly extinguished and removed,

Section 2. The City Auditor is hereby directed to amend the zoning map now on file in his
office so as to conform with and carry out the provisions of this ordinance.

Section 3. This ordinance shall be in full force and effect from and after its passage and
approval.

Timothy J. Mahoney, Mayor

(SEAL)

Attest:

Steven Sprague, City Auditor

First Reading:
Second Reading:
Final Passage:

MEMORANDUM

TO: Board of City Commissioners

FROM: Steven Sprague, City Auditor

SUBJECT: Perla's Fresh Mexican Liquor License Extension

DATE: June 9, 2017

The owners of Perla's Fresh Mexican, Anderson Franchise Investments, are requesting an extension of the ordinance requiring continuous alcohol sales. The business is closed and they are trying to find someone to purchase the liquor license and location. In the past the City Commission has granted up to a 6 month exemption from the ordinance.

Recommended Motion:

Approve the requested six month exemption from alcohol sales to Perla's Fresh Mexican.

Perla's Fresh Mexican

June 6, 2017

City of Fargo
Attn: City Commission
200 N 3 St
Fargo, ND 58102

RE: Liquor License

To whom it may concern:

As you may or may not be aware, I recently closed my restaurant located at 2653 45th St. S, in Fargo, ND. I currently own a business beverage license for this location. I am in the process of renewing the liquor license; however, I would like to request an exemption from the requirement to sell alcohol, given that the above noted business is now closed and I would like to sell the liquor license. If you have any questions, please feel free to contact me at 612-481-1320.

Sincerely,

A handwritten signature in dark ink, consisting of a stylized 'C' followed by a long horizontal stroke that curves slightly upwards at the end.

Charles Anderson
Anderson Franchise Investments

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M E M O R A N D U M

TO: BOARD OF CITY COMMISSIONERS

FROM: STEVEN SPRAGUE, CITY AUDITOR

**SUBJECT: 2017-2018 ALCOHOL BEVERAGE AND LIVE ENTERTAINMENT
LICENSE RENEWAL**

DATE: JUNE 19, 2017

Attached is a list of 183 alcoholic beverage establishments seeking renewal of their Liquor and Live Entertainment licenses through June 30, 2018. These licenses are eligible for renewal subsequent to all requirements being fulfilled.

All food and alcohol sales ratio reports are on file in the Auditor's Office and may be reviewed upon your request.

The licenses are eligible for renewal after fulfilling the renewal requirements. The renewal requirements include:

- Completion and submission of license renewal form
- Submission of a current roster including hiring date
- All servers and wait staff must have attended server training
- Attend required mandatory annual meeting
- Submission of a CPA statement or sales tax forms indicating the food percentage has been met (where applicable)

If you have any questions regarding this matter, please feel free to contact me.

Recommended Motion:

Approve the renewal of the attached Liquor and Live Entertainment licenses until June 30, 2018, upon the condition that all of the essential requirements for renewal are present by June 30, 2017.

DBAName	BuildingLocation	LicenseClass	LicenseNumber
101 Sushi Bar	4480 23 Ave S Unit C	GH	54
9 Iron Bar & Grill	4400 Clubhouse Dr	FA-GOLF	1
Acapulco Mexican Restaurant, Inc	1150 36 St S	F	14
Amvets	1001 1st Avenue South	AC	11
Applebees Neighborhood Bar and C	2350 45 St S	FA	23
Applebee's Neighborhood Grill	2001 16 St N	FA	13
Applebee's Neighborhood Grill & B	2800 13 Ave S	FA	5
Auger Inn All Ranks Club	Hector Field	J	1
Avalon Event Center West	2525 9th Ave S	FA	31
Barbacoa	3241 42 St S	FA	29
Baymont Inn & Suites	3333 13th Avenue South	ABH	1
Bernie's Wines & Liquors	1557 South University Drive	B	2
Best Western Plus Kelly Inn & Suite	1767 44th St S	ABH-Limited	8
Bismarck Tavern	522 Broadway	AB	1
Bison Turf	1211 North University Drive	AB	8
Blackbird Woodfire	206 Broadway	GH	66
Borrowed Bucks	1201 Westrac Drive	A	8
Bottle Barn Liquors	2515 Univ Dr S	B-M	8
Bowler	2630 University Dr S	AB	2
Buffalo Wild Wings Grill & Bar	1501 42 St SW	A	2
Buffalo Wild Wings Grill & Bar	1515 19th Avenue North	FA	6
Cajun Cafe	1324 25 Ave S	F	20
Candlewood Suites	1831 NDSU Research Park Dr	ABH-Limited	6
Cash Wise Liquor	1414 34 St S	B	1
Chili's	3902 13th Avenue SW	FA	2
Chipotle Mexican Grill	1680 45 St S	F	35
Chubs Pub	421 North University Drive	AB	4
Chuck E. Cheese	1202 Nodak Drive	H	10
Concessions Management	5225 31 Ave S	N	8
Dempsey's Public House	226 Broadway	Z	2
Divot's at Edgewood	19 Golf Course Ave NE	FA-GOLF	2
Doolittles Woodfire Grill	2112 25 St S	FA	19
Drekker Brewing Co	630 1 Ave N Suite 6	Y	2
Drunken Noodle	623 NP Ave	GH	49
Duffys	16 12th Street South	AB	5
El Zagal	1429 3rd Street North	AC	2
Elks	3435 North Broadway	AC	1
Empire Liquors West	4861 13 Ave SW	B	7
Empire Tavern	424 Broadway	AB	6
Expressway Suites	4303 17 Ave S	ABH-Limited	3
Famous Dave's BBQ	2581 45th Street SW	F	13
Fargo Billiards	3234 43 St S	FA-Entertainment	1
Fargo Brewing Company	610 N University Dr	C-M	5
Fargo Brewing Company Ale House	4445 17 Ave S, Suite #3	C-M	6
Fargo Cork	3301 South University Drive	AB	7
Fargo Country Club	509 26th Avenue South	AC	3

Fargo Residence Inn	4335 23 Ave S	ABH-Limited	9
Fargo Stopping Center	4510 19 Ave S	I	3
Fargo Suites	3316 13th Ave S	ABH	8
FargoDome	1800 North University Drive	N	6
Fargo-Moorhead Curling Club	4300 23 Ave S	AC	13
Firebox	503 7 St N, Suite 3	A	10
F-M Red Hawks	1515 15th Avenue North	N	5
Fort Nok's	52 Broadway	Z	1
Fortune House	1100 19th Ave North	GH	8
Four Points by Sheraton	5064 23 Ave S	FA	28
Frank's Lounge	2640 52 Ave S Suite A	Z	8
Front Street Taproom	614 Main Ave	CW-M	1
Garden Pavilion/One on One Cateri	1421 7 Ave N	F	18
Golf Addiction	4474 23 Ave S	I-Entertainment	1
Granite City Food & Brewery	1636 42nd Street SW	FA-M	15
Grazies Italian Grill	2000 44 St SW	FA	16
Green Mill Restaurant	3340 13th Avenue South	FA	7
Ground Round Restaurant	2902 13th Avenue SW	A	3
Hair Salon	1801 45 St S Suite L1	H	11
Happy Harry's Bottle Shop	1621 45 St SW	B-M	5
Happy Harry's Bottle Shop	1125 19 Ave N	B-M	9
Happy Harry's Bottle Shop	4001 53 Ave S	AB-M	21
Happy Joe's Pizza	2511 South University Drive	H	4
Hawthorn Suites by Wyndham	4014 17 Ave S	ABH-Limited	10
Hennessy's Irish Pub	4323 45 St S #101	A	9
Herd & Horns	1414 12 Ave N Suite F	FA	17
Hi-Ho South	3051 25th Street SW	I	4
Hilton Garden Inn	4351 17 Ave S	ABH	11
Himalayan Yak	1450 25 St S	GH	26
Holiday Inn Express & Suites I-94	4711 19 Ave S	ABH-Limited	2
Holiday Inn Express-West Acres	1040 40 St SW	ABH-Limited	1
Holiday Inn of Fargo	3803 13th Avenue South	ABH	2
Homewood Suites by Hilton	2021 16 St N	ABH-Limited	4
Hotel Donaldson	101 Broadway	ABH-RZ	1
Hu Hot	1801 45 St S Unit J	GH	25
India Palace	5050 13th Ave S Ste #3	GH	61
Izumi Sushi and Hibachi All You Can	5675 26 Ave S, Suite 108-112	F	34
Izumi Sushi and Hibachi Buffet	5050 13 Ave S Ste 5	F	36
JL Beers	4240 32 Ave S	AB-M	16
JL Beers	518 1st Ave N	FA-RZ-M	7
Johnny Carino's	4410 17 Ave S	FA	20
Kilstone Brewing	764 34 St N, Suite R	Y	3
Kobe's Japanese Cuisine	4228 15 Ave S	F	21
La Quinta Inn & Suites	2355 46 St S	ABH-Limited	7
Labby's Grill & Bar	1100 19 Ave N	Z	6
Lakemode Liquors	4265 45 St S Suite 121	B-Limited-M	1
Leela Thai Cuisine	1450 25 St S	GH	42

LongHorn Steakhouse #5432	4410 13th Ave S	FA	26
Lucky's 13 Pub	4301 17 Ave S	FA	25
Lucy's North China Cuisine	4323 45 St S Ste 105	F	33
Luna Coffee	1545 University Dr S	I-M	1
Main Liquors	4000 West Main Avenue	B	4
Mangos Mexican & American Grill	2901 Main Ave	F	23
Marlin's Family Restaurant	3520 12 Ave N	F	12
Mexican Village	814 Main Avenue	F	3
Mexican Village	3155 45 St S	FA	22
Mezzaluna	309 Roberts St N	FA-RZ	2
Moe's Southwest Grill	2511 Kirsten Lane Suite 101	FA	15
Nail Deluxe	4302 13 Ave S, Suite 5	G	2
Nestor	1001 NP Avenue	AB	11
Nichole's Fine Pastry	13 S 8th St	G	1
Nobull Country Club	609 NP Ave	Z	7
Northport Liquors	2726 North Broadway	B	6
O'Kellys	3800 Main Avenue	ABH	4
Old Broadway Food & Brewing Corr	22 Broadway	AB	12
Old Chicago	2551 45th Street South	FA	14
Olive Garden Italian Restaurant #11	4339 13th Avenue SW	FA	30
Osaka Sushi and Hibachi	1111 38 St S	F	30
Panchero's Mexican Grill	4761 13 Ave S Ste C	H	29
Paradiso	801 38th Street South	A	5
Passage to India	855 45 St S Suite 3A	GH	34
Peppers American Cafe	2510 South University Drive	AB	13
Pickled Parrot	505 3 Ave N	AB	21
Pizza Ranch	4480 23 Ave S Suite A	H	28
Plains Art Museum	704 1st Avenue North	GH	16
Porter Creek Hardwood Grill	1555 44 St S	ABH	12
Pounds	612 1 Ave N	FA-RZ	4
Prairie Brothers Brewing Company	4474 23 Ave S, Suite 9	Y	4
Prairie Rose Meadery LLC	3101 39 St S, Suite E	P	2
Proof Artisan Distillers	414 4 Ave N	DD	1
Radisson-Fargo	201 5th Street North	ABH	5
Ramada Plaza & Suites	1635 42nd Street S	ABH	9
Red Lion Inn & Suites	901 38 St S	ABH	10
Red Lobster #309	4215 13th Avenue South	A	6
Rhombus Guys	606 Main Ave	FA-RZ-M	3
Ricks Bar	2721 Main Avenue	AB	14
Rooter's Bar	107 Broadway	AB	17
Rosey's	212 Broadway, Suite 103	FA-RZ	6
Round Up (45th St) Royal Liquors ar	4501 Urban Plains Dr S	AB	10
Royal Liquors (25th St)	3051 25 St S Unit C	B	12
Royal Liquors (Main Ave)	1606 Main Avenue	B	3
Ruby Tuesday	2535 23 Ave S	FA	24
Sammys Pizza	301 Broadway	GH	21
Samurai Japanese Cuisine	1775 45 St S Suite B	GH	56

Sanctuary Event Center	670 4 Ave N	RZ-V	1
Santa Lucia Family Restaurant	1109 38 St S	GH	9
Twist	220 Broadway N	FA-RZ	1
Seasons At Rose Creek	1500 Rose Creek Parkway	FA-Golf	3
Select Inn Fargo-Penalty Box	1025 38th Street South	ABH	6
Shotgun Sally's Rock N Roll Saloon	1515 42 Street South	Z	3
Sickie's Garage	3431 Fiechtner Dr S	FA	3
Side Show Café	901 25 St S	H	27
SideStreet Grille & Pub	404 4 Ave N	A	4
Sky Dine Services	2801 32 Ave N	A	1
Slammer's Bar	707 28 Ave N	A	7
SmashBurger	1801 45 St SW	H	55
Sons of Norway	722 2nd Avenue North	AC	8
Space Aliens Grill & Bar	1840 45th Street SW	FA	11
Specks Bar	2611 Main Avenue	AB	19
Spicy Pie	322 Broadway N Ste A	H	25
Spicy Pie	2640 52 Ave S	H	26
Spirit Shop	1404 33 St S	B-M	10
Sports Bar	619 NP Avenue	AB	20
Square One	1407 1 Ave N	GH	64
Stamart Liquor	3220 12 Ave N	B-Limited	3
Staybridge Suites Hotel	4300 20 Ave S	ABH-Limited	5
Steve's Package Store	524 4 St N	B	11
Super Buffet & Mongolian Grill	1000 45 St S Ste 100	GH	43
Tailgators Sports Cafe	1322 Main Avenue	FA	18
Texas Roadhouse	4971 13 Ave S	FA	21
The Boiler Room	210 N Broadway Suite 90	FA-RZ	5
The Bulldog Tap	4265 45 St S Suite 161	Z	4
The Nail Bar	505 Broadway N	GH	53
The Northern	325 10th Street North	AB	9
The Stage at Island Park, Fargo Moc	333 4th St S	AC	12
Toasted Frog	305 Broadway N	FA-RZ	3
Toscana	202 Broadway N	GH	40
Uncle Maddios Pizza Joint	1690 45 St S, Suite 2	GH	65
VFW	202 Broadway	A-Club	10
Vinyl Taco	520 1 Ave N	FA-RZ	8
VIP Room & Catering	624 Main Avenue	GH	11
Vista Inn	1340 21 Ave S	ABH	3
West Acres Bowl	3402 Interstate Boulevard SW	AB	3
Wild Bill's Sports Saloon	1776 45 ST S	FA	27
Windbreak Saloon	3150 39th Street SW	AB	22
Woody's Bar	1550 32nd Avenue So	AB	18
Wurst Bier Hall	630 1 Ave N Suite 1	FA-RZ-M	9

M E M O R A N D U M

TO: BOARD OF CITY COMMISSIONERS

FROM: STEVEN SPRAGUE, CITY AUDITOR

**SUBJECT: 2017-2018 ALCOHOL BEVERAGE AND LIVE ENTERTAINMENT
LICENSE RENEWAL**

DATE: JUNE 19, 2017

Attached is a list of 183 alcoholic beverage establishments seeking renewal of their Liquor and Live Entertainment licenses through June 30, 2018. These licenses are eligible for renewal subsequent to all requirements being fulfilled.

All food and alcohol sales ratio reports are on file in the Auditor's Office and may be reviewed upon your request.

The licenses are eligible for renewal after fulfilling the renewal requirements. The renewal requirements include:

- Completion and submission of license renewal form
- Submission of a current roster including hiring date
- All servers and wait staff must have attended server training
- Attend required mandatory annual meeting
- Submission of a CPA statement or sales tax forms indicating the food percentage has been met (where applicable)

If you have any questions regarding this matter, please feel free to contact me.

Recommended Motion:

Approve the renewal of the attached Liquor and Live Entertainment licenses until June 30, 2018, upon the condition that all of the essential requirements for renewal are present by June 30, 2017.

TO: BOARD OF CITY COMMISSIONER

FROM: KENT COSTIN, DIRECTOR OF FINANCE *KAC*

**RE: RESOLUTION CALLING FOR A PUBLIC HEARING FOR THE ISSUANCE OF
REVENUE BONDS BY THE COLORADO HEALTH FACILITIES AUTHORITY ON
BEHALF OF THE EVANGELICAL LUTHERAN GOOD SAMARITAN SOCIETY**

DATE: JUNE 15, 2017

The Evangelical Lutheran Good Samaritan Society is financing or refinancing a senior living and senior care facility at 4502 37th Ave South, Fargo, ND. Current IRS regulations require that we hold a public hearing on the issuance of bonds since the project is located in the City. The City of Fargo has no responsibility for any matters relating to this issue with the exception of holding a public hearing and consenting to the construction since the facility is located in Fargo.

Suggested Motion:

Approve a resolution calling for a public hearing on the issuance of revenue bonds by the Colorado Health Facilities Authority, on behalf of the Evangelical Lutheran Good Samaritan Society on July 17, 2017 at 5:15 p.m.

**NOTICE OF PUBLIC HEARING
CONCERNING THE ISSUANCE OF BONDS
ON BEHALF OF
THE EVANGELICAL LUTHERAN GOOD SAMARITAN SOCIETY**

NOTICE IS HEREBY GIVEN that the City of Fargo, North Dakota (the “City”) will conduct a public hearing (the “Public Hearing”) concerning the approval of the proposed plan of finance and issuance by the Colorado Health Facilities Authority (“COHFA”) of its Health Facilities Revenue and Revenue Refunding Bonds (The Evangelical Lutheran Good Samaritan Society Project), Series 2017 (the “Bonds”) on behalf of The Evangelical Lutheran Good Samaritan Society (the “Society”).

Under the plan of finance, the Bonds will be issued in an aggregate principal amount not to exceed approximately \$105,750,000, of which a not to exceed amount of approximately \$6,600,000 is to be used to (i) finance or refinance the Society’s senior living and senior care facility located at Good Samaritan Society—Fargo, 4502 37th Avenue South, Fargo, North Dakota 58104-7599 (the “North Dakota Facilities”), (ii) fund a reserve fund for the Bonds, and (iii) pay costs of issuance of the Bonds (collectively, the “North Dakota Project”).

The North Dakota Facilities will be owned, operated and managed by the Society.

This Notice of Public Hearing is being given pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended.

The Bonds will constitute special limited obligations of COHFA payable solely from amounts received by COHFA pursuant to a loan agreement between COHFA and the Society, the principal user of the North Dakota Facilities. The City will not issue the Bonds, nor will the City or the State of North Dakota have any liability with respect to the Bonds or the sale or offering thereof.

All interested parties are invited to present comments at the Public Hearing regarding the issuance of the Bonds, the proposed plan of finance and the use of the proceeds therefrom. Written comments to be presented at the Public Hearing may be submitted to the City Auditor prior to the hearing. The Public Hearing will be held at 5:15 p.m. on July 17, 2017 at City Hall, 200 North Third Street, in the City of Fargo, North Dakota 58102.

Extract of Minutes of a Meeting of the
City Commission of the
City of Fargo, North Dakota

Pursuant to due call and notice thereof, a regular meeting of the City Commission of the City of Fargo, North Dakota was duly called and held at City Hall, 200 Third Street North, Fargo, North Dakota, on [____], the [____]th day of June, at 5:00 p.m. The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

**RESOLUTION CALLING FOR A PUBLIC HEARING ON HOST APPROVAL ON THE
ISSUANCE OF HEALTH FACILITIES REVENUE AND REVENUE REFUNDING BONDS
(THE EVANGELICAL LUTHERAN GOOD SAMARITAN SOCIETY PROJECT) SERIES 2017,
BY THE COLORADO HEALTH FACILITIES AUTHORITY, AND
AUTHORIZING THE PUBLICATION OF A NOTICE OF THE PUBLIC HEARING**

BE IT RESOLVED By the City Commission (the "Commission") of the City of Fargo, North Dakota (the "City"), as follows:

1. State Law Authorization. The Municipal Industrial Development Act of 1955, Chapter 40-57, North Dakota Century Code, as amended (the "Act") gives municipalities the powers to issue revenue obligations for the purpose of acquiring real property, and constructing and equipping buildings and improvements on such real property, for any industry or business not prohibited by the constitution or the laws of the State of North Dakota.

2. The Borrower and the Project. The Evangelical Lutheran Good Samaritan Society (the "Borrower"), has represented to the City that it is a North Dakota nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"). The Borrower is proposing that the Colorado Health Facilities Authority (the "Issuer") assist with the financing and refinancing of various projects under the Act, including the senior living and senior care facility at Good Samaritan Society Fargo. As a part of this financing, the Borrower proposes to finance and refinance a 20-bed addition to the facility located at 4502 37th Avenue South in the City. The project identified in this Section is referred to herein as the "Project."

3. The Bonds. It is proposed that the costs of the Project will be financed through the issuance of the Issuer's Health Facilities Revenue and Revenue Refunding Bonds (The Evangelical Lutheran Good Samaritan Society Project), Series 2017, in the original aggregate amount of approximately \$105,750,000 (the "Bonds"), of which a not-to-exceed amount of approximately \$6,600,000 is to be used for the Project. A portion of the proceeds of the Bonds will also pay for a portion of the reserve fund for the Bonds and costs of issuance of the Bonds. Under Section 147(f) of the

Code and associated U.S. Treasury Regulations promulgated thereunder, the Issuer may issue revenue bonds to finance and refinance projects located in other jurisdictions, as long as the “host jurisdiction” for each project provides consent after a public hearing.

4. Public Hearing; Host Approval. Since the Project is located within the City, at 4502 37th Avenue South, it is necessary for this Commission to hold a public hearing to consider “host approval” of the proposal, pursuant to Section 147(f) of the Code. The public hearing is proposed to be held by this Commission at its regular meeting on July 17, 2017. A form of the Notice of Public Hearing for the Project is on file with the City. The general nature of the Project and an estimate of the aggregate principal amount of the Bond will be described in the Notice of Public Hearing.

5. Notice of Public Hearing. The City is authorized and directed to cause notice of the public hearing to be published twice in the official newspaper of the City or a newspaper of general circulation available in the City, the first publication occurring not less than 14 days prior to the date fixed for the public hearing, and the second publication occurring one week after the first publication.

This Resolution is hereby adopted by the City Commission of the City of Fargo, North Dakota on this [_____] th day of June, 2017.

Mayor

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and after full discussion thereof and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF NORTH DAKOTA)

COUNTY OF CASS)

CITY OF FARGO)

I, the undersigned, being the duly qualified and acting Auditor of the City of Fargo, North Dakota, certify that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Commission of the City of Fargo, North Dakota, duly called and held on the date therein indicated, insofar as such minutes relate to a resolution calling for a public hearing on host approval related to the issuance of Health Facilities Revenue and Revenue Refunding Bonds (The Evangelical Lutheran Good Samaritan Society Project), Series 2017, by the Colorado Health Facilities Authority.

WITNESS my hand this _____ day of _____, 2017.

City Auditor

June 13, 2017

(5)

Board of City Commissioners
City Hall
Fargo, ND 58102

RE: Request for Extended Leave of Absence

Dear Commissioners:

On behalf of Officer Fred Lassonde, I am requesting an extended leave of absence for Officer Lassonde under City of Fargo Employment Policy 500-008 Leave Without Pay. I have coordinated this request with the Fargo Human Resources Department and ask that you respectfully consider the recommended motion.

Recommended Motion:

Authorize the police department to grant extended leave of absence under City of Fargo Employment Policy 500-008 Leave Without Pay.

Please contact me if you have any questions or concerns.

Sincerely,



David E. Todd
Chief of Police

Cc: Bruce Grubb – City Administrator
Michael Redlinger – Asst. City Administrator
Jill Minette – Human Resources

(6)

To: Board of City Commissioners
From: Jill Minette, Director of Human Resources *Jm*
Re: Position Evaluation Committee (PEC) Recommendation
Date: June 14, 2017

The Position Evaluation Committee (PEC) completed their review of the classification, reclassification, department restructure, and market adjustment requests. The Position Evaluation Committee is a technical committee tasked with reviewing position classifications for newly created positions utilizing the job evaluation system. The position classification determines the placement of a position within the pay structure. The PEC also reviews position reclassification requests for positions that have substantially changed from the time of the original classification. In addition, the PEC reviews requests for market adjustments to ensure market competitiveness and the ability to recruit and retain highly skilled employees.

With the classification requests for newly created positions, the PEC is only reviewing the job description and determining the appropriate classification and pay grade for the position. The actual request for funding the new position is then submitted to the Budget Committee. The PEC's recommendation for classification of a new position does not constitute an approval of the funding of the position.

Attached, you will find a summary of the requests along with the PEC recommendations. The cost of implementing the reclassification and market requests approved by the PEC is approximately \$58,163 to the General Fund and approximately \$93,898 to the Enterprise Funds. If approved, the budget committee will include these changes in the 2018 City of Fargo Budget with the changes becoming effective January 1, 2018 unless otherwise noted.

Suggested Motion:

Approve the recommendation of the Position Evaluation Committee (PEC) to implement the classification, reclassification, department restructure, and market adjustment requests as outlined in the attachments.

Position Evaluation Committee Recommendations for Classification / Reclassification Requests

Job Evaluation Ratings															Current Pay (with 2% COLA)			Proposed Pay (with 2% COLA)			Cost of Classification / Reclassification/Market		PEC Recommendation
Department	Type of Request	Current Position	Proposed Position	Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market								
Auditors	Reclass	Deputy Auditor	Deputy Auditor	q46	100	q55	109	12	\$52,043	\$67,637	14	\$60,657	\$78,881	1	\$ 3,689	Reclassification Recommendation Reclassify to Grade 14 with proposed rating changes (effective upon approval). Piepkorn - motion Redlinger - second All - aye							
				d23	43	d31	63																
				p14	55	p14	55																
				r18	64	r18	64																
				ea5	4	ea5	4																
				eb11	12	eb15	17																
				h2	5	h2	5																
				n5	8	n9	10																
					291		327																
Civic	Reclass	Principal Office Associate	Ticket Office Manager	q45	91	q43	75	10	\$44,575	\$57,983	11	\$48,118	\$62,630	1	\$ 2,142	Reclassification Recommendation Reclassify to Grade 11 with proposed rating changes (effective 1-1-18). Losee - motion Mahoney - second All - aye							
				d16	36	d23	43																
				p10	41	p14	55																
				r18	64	r17	51																
				ea5	4	ea5	4																
				eb10	8	eb14	12																
				h2	5	h2	5																
				n5	8	n15	29																
					257		274																
Civic	Reclass	Maintenance Attendant Lead	Maintenance Attendant III	q34	69	q45	91	10	\$44,575	\$57,983	11	\$48,118	\$62,630	1	\$ 2,745	Reclassification Recommendation Reclassify to Grade 11 with proposed rating changes (effective 1-1-18). Losee - motion Mahoney - second All - aye							
				d16	36	d16	36																
				p10	41	p10	41																
				r13	48	r13	48																
				ea8	12	ea8	12																
				eb10	8	eb10	8																
				h10	15	h10	15																
				n13	13	n13	13																
					242		264																

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Position Evaluation Committee Recommendations for Classification / Reclassification Requests

				Job Evaluation Ratings				Current Pay (with 2% COLA)			Proposed Pay (with 2% COLA)			Cost of Classification / Reclassification /Market		PEC Recommendation		
				Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market			
Civic	Reclass	Concessions Manager	Food and Beverage Event Manager	q25	63	q41	62	9	\$41,308	\$53,698	10	\$44,575	\$57,983	1	\$ 2,475	Reclassify to Grade 10 with proposed rating changes (effective 1-1-18). Losee - motion Mahoney - second All - aye		
				d23	43	d24	52											
				p10	41	p10	41											
				r13	48	r13	48											
				ea7	8	ea10	8											
				eb7	8	eb11	12											
				h6	10	h7	15											
				n6	9	n7	15											
					230		253											
Communications & Public Affairs	Class	Current Position	Proposed Position	Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market	Classification of Grade 12 (effective 1-1-18). Grubb - motion Losee - second All - aye		
															1		\$ 52,043	
						q52	82											
						d23	43											
						p14	55											
						r19	79											
						ea5	4											
						eb10	8											
						h2	5											
						n5	8											
			284															
Fargodome	Reclass	Current Position	Proposed Position	Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market	Reclassify to Grade 13 with proposed rating changes (effective upon approval). Grubb - motion Losee - second All - aye		
																	1	\$ (5,000)
				q54	99	q54	99	14	\$60,657	\$78,881								
				d31	63	d30	52											
				p14	55	p14	55											
				r20	98	r19	79											
				ea5	4	ea5	4											
				eb10	8	eb11	12											
				h2	5	h2	5											
				n4	5	n4	5											
	337		311															

City of Fargo

Position Evaluation Committee Recommendations for Classification / Reclassification Requests

Department	Type of Request	Current Position	Proposed Position	Job Evaluation Ratings					Current Pay (with 2% COLA)			Proposed Pay (with 2% COLA)		Cost of Classification / Reclassification/Market		PEC Recommendation	Page	
				Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market			
Fargodome	Reclass	Sales & Marketing Assistant	Marketing & Sales Associate	q51	75	q52	82	8	\$38,231	\$49,730	9	\$41,308	\$53,698	1	\$ 3,050	Reclassification Recommendaion Reclassify to Grade 9 with proposed rating changes (effective upon approval). Grubb - motion Losee - second All - aye	3	
				d15	29	d16	36											
				p10	41	p10	41											
				r13	48	r13	48											
				ea5	4	ea5	4											
				eb7	8	eb11	12											
				h2	5	h2	5											
				n4	5	n4	5											
					215		233											
Fire	Market		Firefighter	Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market	Recommendation No market adjustment. Will be reviewed during 2018 market study Redlinger - motion Losee - second All - aye	4	
								X11	\$48,207	\$62,613	X11 with step 12 & 13	\$48,207	\$65,527	21	\$ 29,967			
Fire	Market		Fire Battalion Chief	Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market	Recommendation No market adjustment. Will be reviewed during 2018 market study Redlinger - motion Losee - second All - aye	5	
								17	\$76,441	\$99,355	17 with a one step increase for all BC's	\$76,441	\$99,355	7	\$ 15,812			

City of Fargo

Position Evaluation Committee Recommendations for Classification / Reclassification Requests

Department	Type of Request	Current Position	Proposed Position	Job Evaluation Ratings						Current Pay (with 2% COLA)			Proposed Pay (with 2% COLA)			Cost of Classification / Reclassification/Market		PEC Recommendation
				Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market			
Library	Class		Outreach Associate (LAI)			q24	57					6	\$32,779	\$42,602	1	\$ 44,265	Classification of Grade 6 (effective 1-1-18). Grubb - motion Wenaas - second All - aye	
						d15	29											
						p6	31											
						r13	48											
						ea6	5											
						eb6	5											
						h2	5											
						n5	8											
							188											
Municipal Court	Market		Municipal Court Judge (Elected Official)					Current Pay Grade									Referred to Budget Committee for further review. Approved at \$25,000. Grubb - motion Piepkorn - second All - aye	
								\$83,007										
								Current Annual										
Police	Class		Police Operational Technician					Current Pay Grade									Classification of Grade 9 (effective 1-1-18). Piepkorn - motion Grubb - second All - aye	
						q41	62											
						d16	36											
						p10	41											
						r13	48											
						ea6	5											
						eb6	5											
						h17	13											
		n10	18															
			228															

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Position Evaluation Committee Recommendations for Classification / Reclassification Requests

Department	Type of Request	Current Position	Proposed Position	Job Evaluation Ratings						Current Pay (with 2% COLA)			Proposed Pay (with 2% COLA)			Cost of Classification / Reclassification/Market		PEC Recommendation	
				Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market				
Police	Class		Crime Prevention/ Public Information Specialist			q54	99						12	\$52,043	\$67,637	1	\$ 52,043	Classification of Grade 12 (effective 1-1-18). Piepkorn - motion Grubb - second All - aye	
						d23	43												
						p13	41												
						r19	79												
						ea6	5												
						eb7	8												
						h17	13												
						n4	5												
							293												
Public Works	Reclass	Public Works Crew Leader	Public Works Crew Leader	q35	76	q35	76	11	\$48,118	\$62,630				12	\$52,043	\$67,637	7	\$ 34,356	No reclassification. Position will remain Grade 11. Redlinger - motion Grubb - second All - aye
				d16	36	d17	43												
				p10	41	p14	55												
				r13	48	r13	48												
				ea14	12	ea14	12												
				eb7	8	eb7	8												
				h18	25	h18	25												
				n14	22	n14	22												
					268		289												
Public Works Mains & Hydrants	Reclass	Equipment Operator II	Equipment Operator III	q24	57	q25	63	9	\$41,308	\$53,698				10	\$44,575	\$57,983	1	\$ 4,201	Reclassify to Grade 10 with proposed rating changes (effective 1-1-18). Losee - motion Redlinger - second All - aye
				d16	36	d16	36												
				p6	31	p10	41												
				r8	36	r13	48												
				ea14	12	ea13	8												
				eb7	8	eb7	8												
				h18	25	h18	25												
				n14	22	n14	22												
					227		251												

Position Evaluation Committee Recommendations for Classification / Reclassification Requests

Department	Type of Request	Current Position	Proposed Position	Job Evaluation Ratings					Current Pay (with 2% COLA)		Proposed Pay (with 2% COLA)		Cost of Classification / Reclassification/Market		PEC Recommendation	Page		
				Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents			Annual Cost of Class/ Reclass/ Market	
Public Works Streets	Reclass	Equipment Operator II	Equipment Operator III	q24	57	q25	63	9	\$41,308	\$53,698	10	\$44,575	\$57,983	4	\$ 16,804	Reclassify to Grade 10 with proposed rating changes (effective 1-1-18). Losee - motion Redlinger - second All - aye	Recommendation	
				d16	36	d16	36											
				p6	31	p10	41											
				r8	36	r13	48											
				ea14	12	ea13	8											
				eb7	8	eb7	8											
				h18	25	h18	25											
				n14	22	n14	22											
					227		251											
Public Works	Class		Maintenance Attendant I	Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market	Reclassification of Grade 5 (effective 1-1-18). Grubb - motion Piepkorn - second All - aye	Recommendation	
						q22	48				5	\$30,339	\$39,462	1	\$ 30,339			
						d8	24											
						p6	31											
						r3	27											
						ea8	12											
						eb6	5											
						h10	15											
						n13	13											
							175											
Public Works	Reclass	Office Associate II	Office Associate III	Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market	Reclassify to Grade 9 with proposed rating changes (effective 1-1-18). Grubb - motion Piepkorn - second All - aye	Recommendation	
				q23	52	q44	83	6	\$32,779	\$42,602	9	\$41,308	\$53,698	1	\$ 3,057			
				d8	24	d16	36											
				p9	31	p10	41											
				r13	48	r13	48											
				ea5	4	ea5	4											
				eb11	12	eb10	8											
				h2	5	h2	5											
				n5	8	n5	8											
					184		233											

Position Evaluation Committee Recommendations for Classification / Reclassification Requests

[illegible]

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Pa

Position Evaluation Committee Recommendations for Classification / Reclassification Requests

[illegible]

Position Evaluation Committee Recommendations for Classification / Reclassification Requests

Department	Type of Request	Current Position	Proposed Position	Job Evaluation Ratings				Current Pay (with 2% COLA)			Proposed Pay (with 2% COLA)			Cost of Classification / Reclassification/Market		PEC Recommendation	Page		
				Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	Annual Cost of Class/ Reclass/ Market				
Water / Wastewater	Reclass / Market	Operator II	Operator II	q36	83	q34	69	10	\$44,575	\$57,983	10	\$44,575	\$57,983	0	\$ -	Reclassify to Grade 10 with proposed rating changes (effective 7-3-17). Grubb - motion Piepkorn - second All - aye	12		
				d16	36	d16	36	11	\$ 48,118	\$ 62,630									
				p10	41	p13	41												
				r12	39	r8	36												
				ea10	8	ea10	8												
				eb10	8	eb10	8												
				h10	15	h18	25												
				n14	22	n14	22												
					252														
Water / Wastewater	Class	Operator III	Operator III			q35	76								Annual Cost of Class/ Reclass/ Market	Market Adjustment to Grade 11 (effective 7-3-17). Grubb - motion Piepkorn - second All - aye	11		
						d23	43												
						p14	55												
						r8	36												
						ea10	8												
						eb10	8												
						h18	25												
						n14	22												
							273												
Department Wastewater	Type of Request Reclass	Current Position Effluent Reuse Facility Technician/ Chemist	Proposed Position Industrial Pretreatment Specialist / Chemist												Annual Cost of Class/ Reclass/ Market	Reclassify to Grade 12 with proposed rating changes (effective 7-3-17). Grubb - motion Piepkorn - second All - aye	12		
				Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents				Annual Cost of Class/ Reclass/ Market	
				q44	83	q44	83	11	\$ 48,118	\$ 62,630	12	\$ 52,043	\$ 67,637	1				\$ 3,431	
				d23	43	d30	52												
				p14	55	p14	55												
				r13	48	r13	48												
				ea9	5	ea9	5												
				eb10	8	eb10	8												
				h17	13	h17	13												
				n10	18	n10	18												

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City of Fargo

Position Evaluation Committee Recommendations for Classification / Reclassification Requests

Department	Type of Request	Current Position	Proposed Position	Job Evaluation Ratings				Current Pay (with 2% COLA)			Proposed Pay (with 2% COLA)			Cost of Classification / Reclassification / Annual Cost of Class/ Reclass/ Market	PEC Recommendation
				Current Rating	Current Points	Proposed Rating	Proposed Points	Current Pay Grade	Current Minimum	Current Maximum	Proposed Grade	Proposed Minimum	Proposed Maximum	# of Incumbents	
Water	Reclass	Operator II	Water Production Coordinator - Lime Softening Plant	q36	83	q36	83	10	\$44,575	\$57,983	14	\$ 60,657	\$ 78,881	1	Reclassify to Grade 14 with proposed rating changes (effective 7-3-17). Grubb - motion Piepkorn - second All - aye
				d16	36	d24	52								
				p10	41	p16	98								
				r12	39	r18	64								
				ea10	8	ea6	5								
				eb10	8	eb10	8								
				h10	15	h6	10								
				n14	22	n14	22								
					252		342								
Water	Reclass	Operator II	Water Production Coordinator - Membrane Plant	d16	36	d24	52	10	\$44,575	\$57,983	14	\$ 60,657	\$ 78,881	1	Reclassify to Grade 14 with proposed rating changes (effective 7-3-17). Grubb - motion Piepkorn - second All - aye
				p10	41	p16	98								
				r12	39	r18	64								
				ea10	8	ea6	5								
				eb10	8	eb10	8								
				h10	15	h6	10								
				n14	22	n14	22								
					252		342								

REQUESTS:

Reclassification Requests \$ 188,020
 Market Requests: \$ 73,049
 Classification Requests: \$ 552,368
TOTAL REQUESTS: \$ 813,437

APPROVED:

Reclassifications Approved \$ 152,061
 Market Adjustments Approved: \$ -
 Classifications Approved: \$ 552,368

TO: BOARD OF CITY COMMISSIONERS

FROM: KENT COSTIN, DIRECTOR OF FINANCE

**RE: COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND
INDEPENDENT AUDITOR'S REPORT**

DATE: JUNE 13, 2016

The Finance Division has completed the Comprehensive Annual Financial Report (CAFR) for the year ending December 31, 2016 that includes the Independent Auditor reports on our general purpose financial statements as well as all reports required by OMB A-133 *Audits Of State and Local Governments* for federal grant programs. The independent auditing firm of Eide Bailly & Co. LLP, Fargo North Dakota, completed the audit. A "clean" opinion was provided reflecting adherence to financial requirements and standards.

I would like to express my appreciation to all Department Heads, Division Managers and employees that work with our financial systems throughout the year with a high degree of attention to detail and adherence to accounting policies and procedures. There were no audit findings or management improvement comments recommended by the auditors.

Upon approval, this report will be submitted to the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting program for review and grading under this voluntary quality control program. We have achieved this award for the past nineteen years.

The entire Comprehensive Annual Report is posted on the City of Fargo website for citizens and other interested parties to review.

Suggested Motion:

Approve the Independent Auditor's report and the City Comprehensive Annual Financial Report for the year ending December 31, 2016.



Public Health
Prevent. Promote. Protect.
Fargo Cass Public Health

(8)

FARGO CASS PUBLIC HEALTH
1240 25th Street South
Fargo, ND 58103-2367
Phone 701-241-1360
Fax 701-241-1366
FargoCassPublicHealth.com

M E M O R A N D U M

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN (RR)
DIRECTOR OF PUBLIC HEALTH

DATE: JUNE 6, 2017

RE: AGREEMENT FOR SERVICES WITH RYAN WILLIAMS
FOR \$1800

The attached Agreement for Services with Ryan Williams for \$1800 is to support our Child Care Physical Activity Health Code Training.

No budget adjustment is required for this contract.

Suggested Motion: Move to approve the Agreement for Services with Ryan Williams.

RR/LA
Enclosure

AGREEMENT FOR SERVICES

THIS AGREEMENT, effective the 1st day of February, 2017, by and between Fargo Cass Public Health ("FCPH"); and Ryan Williams, (Independent Contracting Educator).

NOW, THEREFORE, it is hereby agreed by and between the parties hereto as follows:

- A. **Term of Agreement:** The parties entered into a written agreement for the period of February 1, 2017, through September 30, 2017.
- B. **Services to be provided by independent contractor:** Administration and instruction of Child Care Physical Activity Health Code training, and provide data on the numbers attending.
- C. **Reimbursement:** The contracting consultant shall be reimbursed \$150.00 per hour and submit an invoice, not to exceed 12 hours or \$1800.00
- D. **Termination:** This Agreement may be terminated by either party upon the giving of thirty (30) days written notice.
- E. **Confidentiality:** The contracting consultant agrees to not, directly or indirectly, disclose, make known, divulge, publish or communicate any individually identifiable health information or other confidential information to any person, firm or corporation without consent unless that disclosure is authorized under North Dakota law.

Special Considerations:

- A. It is understood and agreed that the relationship created by this Agreement shall be that of independent contractor and contractee shall not be deemed an employee of Fargo Cass Public Health for any other purpose.
- B. The laws of the State of North Dakota shall govern this service agreement. I hereby certify that the above assurances and provisions of service have been reviewed and our agency has agreed upon the conditions as set forth.
- C. It is understood any forms or paperwork required by Fargo Cass Public Health and the City of Fargo to receive payment for services will be completed as needed.

In Witness thereof, this purchase of service agreement has been executed between the Consultant and Fargo Cass Public Health on the date-executed below.

FARGO CASS PUBLIC HEALTH

CONSULTANT



Ruth Roman
Director of Public Health



Ryan Williams
Independent Contractor

6/5/17
Date

5-26-2017
Date

Timothy J. Mahoney
Mayor, City of Fargo

Date



Public Health
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Fargo Cass Public Health

9

FARGO CASS PUBLIC HEALTH
1240 25th Street South
Fargo, ND 58103-2367
Phone 701-241-1360
Fax 701-241-1366
FargoCassPublicHealth.com

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN
DIRECTOR OF PUBLIC HEALTH

DATE: JUNE 14, 2017

RE: AGREEMENT FOR SERVICES WITH MEGAN MYRDAL
\$15,900

The attached Contract Agreement with Megan Myrdal for \$15,900 is to implement healthy concession options available to reduce childhood obesity.

No budget adjustment is required for this contract.

Suggested Motion: Move to approve the Contract Agreement with Megan Myrdal.

RR/LA
Enclosure

AGREEMENT FOR SERVICES

THIS AGREEMENT, effective the 13th day of June, 2017, by and between Fargo Cass Public Health ("FCPH"); and Megan Myrdal (Independent Contracting Consultant).

NOW, THEREFORE, it is hereby agreed by and between the parties here to as follows:

- A. Term of Agreement:** The parties entered into a written agreement for the period of June 13, 2017, through September 30, 2017.
- B. Services to be provided by independent contractor:** Working in collaboration with Fargo Parks and Recreation, the American Heart Association, and staff from Fargo Cass Public Health, independent contractor will function as the Project Manager in implementing the Maternal and Child Health healthy concession stand project. Contractor will complete a minimum of 10 initial and follow up assessments of park concession stands and vending machines, identify food and beverage options available at Sam's Club and appropriate food retail suppliers which meet Smart Snack Guidelines, plan and conduct a minimum of 10 taste-testing events, implement concession stand "makeovers" in at least four pilot sites and provide technical assistance to Fargo Parks and Recreation staff.
- C. Reimbursement:** The independent contracting consultant shall be reimbursed \$40.00 per hour for a maximum of 397.5 hours for a total of \$15,900.
- D. Termination:** This Agreement may be terminated by either party upon the giving of thirty (30) days written notice.
- E. Confidentiality:** The independent contracting consultant agrees to not, directly or indirectly, disclose, make known, divulge, publish or communicate any individually identifiable health information or other confidential information to any person, firm or corporation without consent unless that disclosure is authorized under North Dakota law.

Special Considerations:

- A.** It is understood and agreed that the relationship created by this Agreement shall be that of independent contractor and contractee that shall not be deemed an employee of Fargo Cass Public Health for any other purpose.
- B.** The laws of the State of North Dakota shall govern this service agreement. I hereby certify that the above assurances and provisions of service have been reviewed and our agency has agreed upon the conditions as set forth.
- C.** It is understood any forms or paperwork required by Fargo Cass Public Health and the City of Fargo to receive payment for services will be completed as needed.

In Witness thereof, this purchase of service agreement has been executed between the Consultant and Fargo Cass Public Health on the date-executed below.

FARGO CASS PUBLIC HEALTH

By Ruth Roman
Ruth Roman
Director of Public Health

Date 6-13-17

By _____
Timothy J. Mahoney
Mayor, City of Fargo

Date _____

CONSULTANT

By Megan Myrdal
Megan Myrdal
Independent Contractor

Date 6/13/2017



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FARGO CASS PUBLIC HEALTH
1240 25th Street South
Fargo, ND 58103-2367
Phone 701-241-1360
Fax 701-241-1366
FargoCassPublicHealth.com

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN
DIRECTOR OF PUBLIC HEALTH

DATE: JUNE 14, 2017

RE: AGREEMENT FOR SERVICES WITH JEREMY KELLY
\$2,000

The attached Agreement for Services with Jeremy Kelly for \$2,000 is to write a plan for a syringe exchange program for Fargo Cass Public Health.

No budget adjustment is required for this contract.

Suggested Motion: Move to approve the Agreement for Services with Jeremy Kelly.

RR/LA
Enclosure

AGREEMENT FOR SERVICES

THIS AGREEMENT, effective the 1st day of June, 2017, by and between Fargo Cass Public Health ("FCPH"); and Jeremy Kelly (Independent Contracting Consultant).

NOW, THEREFORE, it is hereby agreed by and between the parties hereto as follows:

- A. Term of Agreement:** The parties entered into a written agreement for the period of June 1, 2017, through August 1, 2017.
- B. Services to be provided by independent contractor:** Independent contractor will write a plan for a syringe exchange program for Fargo Cass Public Health. Independent contractor must coordinate plan with the North Dakota Department of Health. The plan must: 1) incorporate evidence-based models, 2) contain policies and procedures including, but not limited to, program administration, safety and security, standards, clients information and personnel, 3) address all provisions set forth in North Dakota Century Code 23-01 *Syringe or needle exchange program – Authorization*, and 4) provide a list of source references.
- C. Reimbursement:** The independent contracting consultant shall be reimbursed \$2,000 for services.
- D. Termination:** This Agreement may be terminated by either party upon the giving of thirty (30) days written notice.
- E. Confidentiality:** The independent contracting consultant agrees to not, directly or indirectly, disclose, make known, divulge, publish or communicate any individually identifiable health information or other confidential information to any person, firm or corporation without consent unless that disclosure is authorized under North Dakota law.

Special Considerations:

- A.** It is understood and agreed that the relationship created by this Agreement shall be that of independent contractor and contractee. Independent contractor shall not be deemed to be an employee of Fargo Cass Public Health for the purposes of this Agreement for Services.
- B.** This service agreement shall be governed by the laws of the State of North Dakota. I hereby certify that the above assurances and provisions of service have been reviewed and our agency has agreed upon the conditions as set forth.
- C.** It is understood any forms or paperwork required by Fargo Cass Public Health and the City of Fargo to receive payment for services will be completed as needed.

In Witness thereof, this purchase of service agreement has been executed between the Consultant and Fargo Cass Public Health on the date-executed below.

FARGO CASS PUBLIC HEALTH

By Ruth Roman
Ruth Roman
Director of Public Health

Date 6-12-17

By _____
Timothy J. Mahoney
Mayor, City of Fargo

Date _____

CONSULTANT

By Jeremy Kelly
Jeremy Kelly
Independent Contractor

Date 6-12-2017



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FARGO CASS PUBLIC HEALTH
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Fargo, ND 58103-2367
Phone 701-241-1360
Fax 701-241-1366
FargoCassPublicHealth.com

(11)

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN
DIRECTOR OF PUBLIC HEALTH

DATE: MAY 26, 2017

RE: AMENDMENT TO AGREEMENT FOR SERVICES WITH
NATE HENDRICKSON \$1800

The attached Amendment to Agreement for Services with Nate Hendrickson for \$1800 is to support our Child Care Physical Activity Health Code Training.

No budget adjustment is required for this contract.

Suggested Motion: Move to approve the Amended Agreement for Services with Nate Hendrickson.

RR/LA
Enclosure

AMENDMENT TO AGREEMENT WITH NATE HENDRICKSON

Fargo Cass Public Health ("FCPH"); and Nate Hendrickson, (Independent Contracting Educator) entered into an agreement for a Contracting Educator.

NOW, THEREFORE, IT IS HEREBY AGREED:

1. The parties agree that the Agreement should be amended.
2. The terms of this Agreement shall be for the period of February 1, 2017, through September 30, 2017. Either party upon the giving of thirty (30) days written notice may terminate the Agreement.
3. The original contract was for \$600.00. The contracting consultant shall be reimbursed an additional 8 hours at \$150.00 per hour for \$1200.00. All reimbursement for both contracts should not to exceed 12 hours or \$1800.00.

DATED effective the date and year first above written.

In Witness thereof, this purchase of service agreement amendment has been executed between the Consultant and Fargo Cass Public Health on the date-executed below.

FARGO CASS PUBLIC HEALTH



Ruth Roman
Director of Public Health

6/13/2017
Date

CONSULTANT



Nate Hendrickson
Independent Contractor

6/13/17
Date

Timothy J. Mahoney
Mayor, City of Fargo

Date

(12)

M E M O R A N D U M

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN
DIRECTOR OF PUBLIC HEALTH

DATE: JUNE 14, 2017

RE: CENTRAL CASS SCHOOL DISTRICT CONTRACT FOR
\$29,624.89

The attached contract with Central Cass School District for \$29,624.89 is for nursing services for the 2017-2018 school year.

No budget adjustment is required for this contract.

If you have any questions, please contact me at 241-1380.

Suggested Motion: Move to approve the school contract for nursing services for the coming school year.

RR/LA
Enclosure

**PURCHASE OF SERVICE AGREEMENT
CENTRAL CASS SCHOOL DISTRICT**

Whereas the Central Cass School District hereinafter referred to as District, has agreed to purchase the services described in the "Scope of Service" (Attachment A); and

Whereas, Fargo Cass Public Health, 1240 25th Street South, Fargo, North Dakota 58103-2367 hereinafter referred to as Provider desires to provide the services described in the "Scope of Services" (Attachment A):

Now, therefore the District and the Provider enter into the following:

I. TERMS OF CONTRACT

The term of this contract shall be for school year 2017-2018, beginning on July 1, 2017 and ending on June 30, 2018. This contract may be renewed for subsequent school years by written agreement of the parties. Provided, that either party may terminate this contract at any time upon thirty (30) days written notice to other.

II. TERMINATION

In the event the agreement is terminated, the termination shall be without prejudice to any obligations or liabilities of either party for services provided prior to such termination.

III. SCOPE OF SERVICE

The Provider agrees to provide services in accordance with documentation in this contract.

IV. COMPENSATION

The District agrees to reimbursement for service in accordance with the agreed upon charges in this contract (Attachment B). The billing will occur monthly, at the previously determined rate of 63 percent for the district and 37 percent for the provider. The hours to be billed will include the scheduled nursing time, any annual or sick leave taken by the nursing personnel and holiday pay as determined by the City of Fargo.

The provider will attempt to get substitute nursing coverage, when the regularly scheduled nurse is on an extended leave.

V. CHANGES

No change or amendment to this agreement may be made unless made in writing signed by the parties.

VI. NO GRANT OF AUTHORITY TO CONTRACT ON BEHALF OF THE DISTRICT

No part of this agreement shall be construed to grant to the Provider any authority to contract for on behalf of or incur obligations on behalf of the District.

VII. AUTHORITY TO SUBCONTRACT

The Provider may subcontract with qualified providers of services, provided that any subcontract must acknowledge the binding nature of this agreement and incorporate this agreement, together with its attachments. The Provider agrees to be solely responsible for the performance of any subcontractor.

VIII. INDEPENDENT CONTRACTOR

The Provider is performing the duties under this agreement as an independent contractor. No part of this agreement, or the arrangements made by the parties to perform this agreement, shall be construed as creating an employer/employee relationship.

IX. COPYRIGHT

The District reserves a right to copy or reproduce any materials created or produced, by the Provider, in performance of this agreement except with confidential health information.

X. AGREEMENT CONSTITUTES CONTRACT

This agreement shall constitute the entire contract, between the parties, for performance of the Scope of Service. There are no other agreements, either verbal or written, that alter or affect this agreement.

XI. PROVIDER ASSURANCES

The Provider agrees to comply with the applicable provider Assurances hereto attached, on Attachment C.

XII. INTEGRATION AND MODIFICATION

This contract constitutes the entire agreement between the Provider and the District. No alteration, amendment or modification in the provisions of this agreement shall be effective unless it is reduced to writing signed by the parties and attached hereto.

XIII. COLLATERAL CONTRACTS

Where there exists any inconsistency between this agreement and other provisions of collateral contractual agreements, which are made a part of this

agreement by reference or otherwise, the provisions of this agreement shall control.

XIV. ACCESS TO RECORDS

Fargo Cass Public Health and the North Dakota State Health Department, and their duly authorized representatives, shall have access to the books, documents, paper and records of the District which are pertinent, as determined by Fargo Cass Public Health, to this contract for the purpose of making audit, examination, excerpts, and transcripts.

XV. RETENTION OF RECORDS

The Provider agrees to retain financial and program records.

XVI. CONFIDENTIALITY

The Provider will not, except upon the written consent of the recipient's or their responsible parent, guardian, or custodian, use or cause to be used any information concerning such individual for any purpose not directly connected with the District or the Provider's responsibilities with respect to services purchased hereunder. The District acknowledges their role in abiding by the adherence to FERPA regulations relative to educational records confidentiality in order to protect student privacy. The consequences of failing to comply with FERPA must be borne by the School District and not Fargo Cass Public Health.

XVII. APPLICABLE LAW

This agreement shall be governed by and construed in accordance with the laws of the State of North Dakota.

XVIII. CAPTIONS

The captions or heading in this agreement are for convenience only and in no way define, limit, or describe the scope of intent of any provisions of this agreement.

XIX. EXECUTION AND COUNTERPARTS

This agreement may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one of the same instrument.

XX. AMENDMENTS

The terms of this agreement shall not be waived, altered, modified, supplemented, or amended, in any manner whatsoever, except by written instrument signed by the parties.

XXI. NOTICES

All notices, certificates or other communications shall be sufficiently given when delivered or mailed, postage prepaid, to the parties at their respective places of business as set forth in the preamble to this agreement or at a place designated hereafter in writing by the parties.

XXII. SUCCESSORS IN INTEREST

The provisions of this agreement shall be binding upon and shall insure to the benefit of the parties hereto, and their respective successors and assigns.

XXIII. SEVERABILITY

The parties agree that any term or provision of this contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the particular term or provision held to be invalid.

XXIV. WAIVER

The failure of the District to enforce any provisions of this contract shall not constitute a waiver by the District of that or any other provision.

XXV. MERGER CLAUSE

This agreement constitutes the entire agreement between the parties. No waiver, consent, modification or change of terms of this agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in modification or change, if made, shall be effective only the specific instance and for the specific purpose given. There are no understandings, agreements, or representatives, oral or written, not specified herein regarding this agreement. Provider, by the signature below of its authorized representative, hereby acknowledges that the Provider has read this agreement, understands it and agrees to be bound by its terms and conditions.

XXVI. INDEMNIFICATION AND HOLD HARMLESS

The District hereby agrees to indemnify and hold the Provider, its officers, agents, employees, and members, harmless from any and all claims, demands and causes of action which may be asserted against the Provider as a result of the rendering of any of the services by the Provider which are described in this Agreement. The obligation of the District under the terms of this provision shall include the duty to provide a legal defense of such claims; provided that this provision shall not be construed to require reimbursement of any legal expenses incurred by the District, without prior written approval of the District.

XXVII. COMPLIANCE WITH LAWS

The Provider shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this agreement.

XXVIII. NON-DISCRIMINATION

The Provider makes available all services and assistance without regard to race, color, national origin, religion, age, sex, or handicap, and is subject to Title VI of the Civil Rights Act of 1964. Section 504 of the Rehabilitation Act of 1975 as amended. Persons who contract with or receive funds to provide services for Provider are obligated to abide by the provisions of their federal laws. Questions concerning the contractor's or provider's obligations under these acts may be directed to the Provider's representative as set forth in the signature block of this agreement, at the address established in the agreement, or the Branch Chief, Officer for Civil Rights, Region VIII, Federal Office Building, 1961 Stout Street, Denver, Colorado 82094.

SERVICES PROVIDED: See Attachment A (Goals and Objectives)

REIMBURSEMENT: See Attachment B (Budget)

PROVIDER-FARGO CASS PUBLIC HEALTH

DISTRICT-CENTRAL CASS SCHOOL

MAYOR, CITY OF FARGO



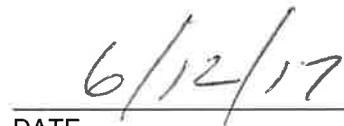
SIGNATURE
AGENCY REPRESENTATIVE

DATE



TITLE

DIRECTOR OF PUBLIC HEALTH



DATE

DATE

**SCHOOL HEALTH PROGRAM
A COLLABORATIVE PROGRAM BETWEEN
CENTRAL CASS SCHOOL DISTRICT AND FARGO CASS PUBLIC HEALTH**

PURPOSE: The purpose of this partnership is to share expertise, time, energy, and economic resources to coordinate and provide a comprehensive health program in our school community.

GOALS: The goal of this program is to provide Public Health School Nurse services to all components of the Central Cass Schools health program: education, environment and services.

- A. Improve the student and family access to community health services.
- B. Improve the early identification, referral, and follow-up of students experiencing unresolved health problems.
- C. Determine the current compliance rate for follow-up on health screening results and on immunization requirements.
- D. Improve the students' access to basic health services at school for first aid symptom management and medications.

OBJECTIVES:

The Public Health School Nurse is a liaison between education and health care and will provide a link between the school, home and community.
The nurse will:

- A. Manage health care in the school health program
The nurse will participate in planning, implementation, and evaluation of the program.
- B. Deliver health services
The nurse will deliver health services to the client system using systematic processes to assess needs, plan interventions, and evaluate outcomes so that high-level wellness can be achieved.
The nurse will also monitor follow through related to health referrals.
- C. Advocate for the health rights of children
The nurse will act as an advocate for the health rights of children and their families both within the school and between the school and community.
- D. Provide health consult for individuals and groups
The nurse will provide health counseling and guidance for the client system on an individual basis or within a group setting.
- E. Provide health education
The nurse will participate in health education program activities for children, youth, school personnel, and the community.

ATTACHMENT B**2017-2018****SCHOOL HEALTH SERVICES BUDGET**

CENTRAL CASS SCHOOL DISTRICT PROPOSED FUNDING FOR SCHOOL HEALTH SERVICES	AMOUNT
30 RN HOURS/WEEK X 35 WEEKS AT \$41.48/HOUR	\$43,554.00
40 RN HOURS/YEAR FOR EXTRA ACTIVITIES AT \$41.48/HOUR	\$1,659.20
36 HOURS FOR ADMINISTRATIVE NURSING SUPPORT AT \$50.29/HOUR	\$1,810.44
TOTAL	\$47,023.64
DISTRICT PORTION AT 63% OF \$47,023.64	\$29,624.89
PROVIDER PORTION AT 37% OF \$47,023.64	\$17,398.75
TOTAL FOR DISTRICT	\$29,624.89

ATTACHMENT C

PROVIDER ASSURANCES

- A. All licensing or other standards required by Federal and State Law and regulations and by ordinance of the City and county in which the services purchased hereunder are provided will be complied with in full for the duration of this contract.
- B. No qualified person(s) shall be denied services purchased hereunder, or be subjected to discrimination, because of race, religion, color, national origin, sex, age, or handicap.
- C. The Provider will abide by the provisions of Title VII of the Civil Rights Act of 1964 (42 USC 2000C) which prohibits discrimination against any employee or applicant for employment because of race, religion, color, national origin, sex, age, or handicap. In addition, the Provider agrees to abide by Executive Order 11246, as amended by Executive Order No. 11375, which prohibit discrimination because of sex.
- D. The Provider will comply with Section 504 of the Rehabilitation Act of 1973, as amended, and all requirements imposed by and pursuant to regulations promulgated thereunder to the end that no otherwise qualified handicapped individual shall, solely by reason of their handicap, be excluded from participation in, be denied benefits of or be subjected to discrimination under any program in the provision of services under this agreement.
- E. The Provider will not, except upon the written consent of the affected individual or their responsible parent, guardian or custodian, use or cause to be used, any information concerning such individual for any purpose not directly connected with Board or the Provider's responsibilities with respect to services purchased hereunder.
- F. Unless otherwise authorized by federal law, the charges to be made by the Provider do not include costs financed by federal monies other than those generated by this agreement.
- G. The Provider shall not assign this agreement.
- H. Provider assures that the sources from which it purchases goods and services used for the provision of the services described in the agreement will conform to applicable provisions of Executive Order 11346, Equal Opportunity.



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(13)

FARGO CASS PUBLIC HEALTH
1240 25th Street South
Fargo, ND 58103-2367
Phone 701-241-1360
Fax 701-241-1366
FargoCassPublicHealth.com

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN
DIRECTOR OF PUBLIC HEALTH

DATE: JUNE 14, 2017

RE: PUBLIC HEALTH EMERGENCY MEMORANDUM OF
UNDERSTANDING FOR SOUTHEAST REGION OF NORTH
DAKOTA

The attached MOU between Fargo Cass Public Health, Ransom County Public Health Department, Richland County Health Department, Sargent County District Health Unit, Steele County Public Health Department, and Traill District Health Unit is in case of a public health emergency.

No budget adjustment is needed for this contract.

Please feel free to call me if you have any questions at 241-1380.

Suggested Motion: Move to approve the public health emergency memorandum of understanding for the southeast region of North Dakota.

RR/LA
Enclosure



Memorandum of Understanding Between

Fargo Cass Public Health, Ransom County Public Health Department, Richland County Health Department, Sargent County District Health Unit, Steele County Public Health Department, and Traill District Health Unit

This agreement is a way to formalize a working relationship between Fargo Cass Public Health, Ransom County Public Health Department, Richland County Health Department, Sargent County District Health Unit, Steele County Public Health Department, and Traill District Health Unit herein referred to as Partners.

Partners will work together in a mutually beneficial way when a public health emergency exists, or when there are opportunities to do so.

The Partners agree to partnership with each other for the program year beginning January 1, 2017 through December 31, 2021.

Each Partner agrees to do the following to assist each other:


1. Upon request, provide resources to assist in responding to a public health emergency.
2. Upon request, provide resources to assist in recovery of a public health emergency.
3. Participate in planning and exercising, for a response to a public health emergency.

All Partner agrees to the following:

1. Modifications to this agreement will be made by mutual agreement in writing.
2. Any party, upon giving thirty (30) days written notice to the other parties, may terminate the agreement without cause.
3. If the project is terminated, all parties shall be entitled to compensation for all work performed prior to such termination.
4. Provide compensation for work performed during a public health emergency or for work performed that is outside the scope of previous agreements.

By signing this Memorandum of Understanding all Partners agree to be active community partners and to abide by its terms.

Fargo Cass Public Health



Administrator

May 30, 2017
Date

Commission



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FARGO CASS PUBLIC HEALTH
1240 25th Street South
Fargo, ND 58103-2367
Phone 701-241-1360
Fax 701-241-1366
FargoCassPublicHealth.com

M E M O R A N D U M

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN
DIRECTOR OF PUBLIC HEALTH

DATE: JUNE 14, 2017

RE: NOTICE OF GRANT AWARD FOR PUBLIC HEALTH
EMERGENCY PREPAREDNESS AND RESPONSE WITH THE
NORTH DAKOTA DEPARTMENT OF HEALTH FOR THE CITY
READINESS INITIATIVE NO. G17.066 NO. 93.069, \$169,600


The attached Notice of Grant Award for \$169,600 with the North Dakota Department of Health is for the City Readiness Initiative.

No budget adjustment is required for this contract.

If you have any questions, please contact me at 241-1380.

Suggested Motion: Move to approve the contract for the Public Health Emergency Preparedness City Readiness Initiative.

RR/LA
Enclosure

		NOTICE OF GRANT AWARD FUNDING SFN 59920 (1-2016)		RESTRICTED		NORTH DAKOTA DEPT. OF HEALTH (NDDoH) 600 E BOULEVARD AVE, DEPT. 301 BISMARCK, ND 58505-0200	
GRANT NUMBER	CFDA NAME		CFDA NUMBER	START DATE	END DATE		
G17.066	Public Health Emergency Preparedness		93.069	7/1/2017	6/30/2018		
FEDERAL AWARD DATE	FEDERAL AWARDING AGENCY		FAIN NUMBER	GRANT TYPE: PROGRAM or R&D			
	Department Of Health and Human Services			PROGRAM			
THIS AWARD IS NOT EFFECTIVE AND EXPENDITURES RELATED TO THIS AWARD SHOULD NOT BE INCURRED UNTIL ALL PARTIES HAVE SIGNED THIS DOCUMENT.							
TITLE OF PROJECT/PROGRAM	NDDoH PROJECT CODE		NDDoH PROJECT CODE				
GRANTEE NAME	PHEP/City Readiness Initiative (CRI)		6611-H3288-01				
ADDRESS	Fargo Cass Public Health		PROJECT DIRECTOR				
CITY/STATE/ZIP	1240 25th St. South		Tim Wiedrich, Section Chief				
CONTACT NAME	Fargo, ND 58103		ADDRESS				
TELEPHONE NUMBER	Ruth Roman		1720 Burlington Dr.				
EMAIL	701-483-0171		CITY/STATE/ZIP				
	rroman@cityof Fargo, ND		Bismarck, ND 58504				
			CONTACT NAME				
			Juli Sickler - PHEP Division Director				
			TELEPHONE NUMBER				
			701-328-2270				
			EMAIL				
			jwsickler@nd.gov				
	NDDoH Cost Share		Grantee Cost Share		Total Costs		
Amount Awarded	\$169,600		\$0		\$169,600		
Previous Funds Awarded	\$0		\$0		\$0		
Total Funds Awarded	\$169,600		\$0		\$169,600		
Grantee will complete the activities identified in Attachment A.							
SCOPE OF SERVICE							
Expenditure reports must be submitted monthly as required by the ND Department of Health (NDDoH). Final expense report for the period ending June 30, 2018 must be received by July 16, 2018. A mid-year progress report, as prescribed by the NDDoH, must be submitted by January 22, 2018 for the period July 1, 2017 through December 31, 2017. A year end progress report, as prescribed by the NDDoH, must be submitted by August 31, 2018 for the period January 1, 2018 through June 30, 2018. Payments will be processed upon Department approval of expenditure reports and progress reports.							
REPORTING REQUIREMENTS							
INDIRECT RATE (check one)		<input checked="" type="checkbox"/> X Subrecipient waived indirect costs		De minimus rate of 10%		Negotiated/Approved rate of %	
Funding for this award is restricted until such time as the Federal Award is received and processed by the Department. During this restriction, Grantee expenditures will be limited to salaries and fringe, routine in-state travel, standard utilities and rent. Financial obligation of the Department is contingent upon funds being made available from the Centers for Disease Control and Prevention. The Department will send notification to the Grantee when the restriction has been lifted. This notification serves as official documentation and should be filed with the Notice of Grant Award for documentation.							
This notice of grant award is subject to the terms and conditions incorporated either directly or by reference to the Centers for Disease Control and Prevention Funding Opportunity Announcement number CDC-RFA-TP17-1701.							
SPECIAL CONDITIONS							
This Notice of Grant Award is subject to the terms and conditions incorporated either directly or by reference in the following: (1) Requirements Addendum and Grantee Assurances for Notice of Grant Awards issued by the North Dakota Department of Health as signed by Grantee for the period of July 1, 2017 to June 30, 2019 and [Accounting Use Only Requirements received] (2) applicable State and Federal regulations.							
EVIDENCE OF GRANTEE'S ACCEPTANCE				EVIDENCE OF NDDoH ACCEPTANCE			
DATE		SIGNATURE		DATE		SIGNATURE	
6/13/2017		Ruth Roman					
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE				TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE			
Ruth Roman, Director of Public Health				Tim Wiedrich, Section Chief ~ Emergency Preparedness and Response Section			
DATE		SIGNATURE		DATE		SIGNATURE	
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE				TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE			
Timothy J. Mahoney, Mayor, City of Fargo				Arvy Smith, Deputy State Health Officer			
If attachments are referenced, they must be returned with the signed award. If you did not receive attachments as indicated, contact the Program Director identified above.							

M E M O R A N D U M

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN
DIRECTOR OF PUBLIC HEALTH

DATE: JUNE 14, 2017

RE: PURCHASE OF SERVICE AGREEMENT WITH NORTH DAKOTA
DEPARTMENT OF HEALTH FOR EMERGENCY RESPONSE
SERVICES
CONTRACT # ER17.011 CFDA # 93.069







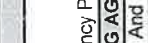
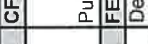

The Purchase of Service Agreement with the North Dakota Department of Health is to provide personnel resources in case of an emergency.

No budget adjustment is needed for this contract.

Please feel free to call me if you have any questions at 241-1380.

Suggested Motion: Move to approve the emergency response services with the North Dakota Department of Health.

RR/LA
Enclosure

	PURCHASE OF SERVICE AGREEMENT SFN 53372 (1-2016)	NORTH DAKOTA DEPT. OF HEALTH (NDDoH) 600 E BOULEVARD AVE, DEPT. 301 BISMARCK, ND 58505-0200
CONTRACT NUMBER	CFDA NAME	CFDA NUMBER
ER17.011	Public Health Emergency Preparedness	93.069
FEDERAL AWARD DATE	FEDERAL AWARDING AGENCY Department Of Health And Human Services	START DATE 7/1/2017
END DATE 6/30/2019	CONTRACT TYPE: ACQUISITION or RESEARCH Acquisition	CONTRACT TYPE: ACQUISITION or RESEARCH Acquisition
THIS CONTRACT IS NOT EFFECTIVE AND EXPENDITURES RELATED TO THIS CONTRACT SHOULD NOT BE INCURRED UNTIL ALL PARTIES HAVE SIGNED THIS DOCUMENT.		
TITLE OF PROJECT/PROGRAM	Emergency Response Services	NDDoH PROJECT CODE 6611-HLH3278-11
CONTRACTOR NAME	Fargo Cass Public Health District	PROJECT DIRECTOR Tim Wiedrich, Section Chief
ADDRESS	1240 25th Street South	ADDRESS 1720 Burlington Drive
CITY/STATE/ZIP	Fargo ND 58102-4839	CITY/STATE/ZIP Bismarck, ND 58501
CONTACT NAME	Ruth Roman	CONTACT NAME Juli Sickler, PHEP -Division Director
TELEPHONE NUMBER	701-241-1360	TELEPHONE NUMBER 701-328-2270
EMAIL	rroman@cityoffargo.com	EMAIL julsickler@nd.gov
Amount Awarded	NDDoH Cost Share	Contractor Cost Share
Previous Funds Awarded	See Special Conditions	\$0
Total Funds Awarded	See Special Conditions	\$0
SCOPE OF SERVICE	Contractor agrees to provide personnel resources as requested by the North Dakota Department of Health (NDDoH) Department Operations Center (DOC) as mutually agreed upon by the Contractor. Responding personnel must be currently employed with the identified agency. Contractor's personnel resources for response must be approved by the DOC prior to deployment.	
REPORTING REQUIREMENTS	Time logs must be submitted to reflect the hours worked of each responder. Mileage logs must be submitted to verify mileage payment. Final invoice must be submitted within 30 days of the Emergency Declaration ending or no later than July 15, 2019.	
SPECIAL CONDITIONS	This contract is subject to the terms and conditions incorporated either directly or by reference to the Centers for Disease Control and Prevention Funding Opportunity Announcement number CDC-RFA-TP01-1701. Contractor's response personnel will be reimbursed by the North Dakota Department of Health at rates consistent with the Contractor's personnel rates prior to the request for emergency response from the DOC.	
This Purchase of Service Agreement is subject to the terms and conditions incorporated either directly or by reference in the following: (1) Requirements Addendum for Purchase of Service Agreements issued by the North Dakota Department of Health as signed by Contractor for the period of July 1, 2017 to June 30, 2019 [Accounting Use Only] Requirements received] and (2) applicable State and Federal regulations.		
EVIDENCE OF CONTRACTOR'S ACCEPTANCE		
DATE 6/14/2017	SIGNATURE 	DATE 6/14/2017
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE		
Ruth Roman, Director of Public Health		
EVIDENCE OF NDDoH ACCEPTANCE		
DATE 6/14/2017	SIGNATURE 	DATE 6/14/2017
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE		
Tim Wiedrich, Section Chief - Emergency Preparedness and Response		
EVIDENCE OF NDDoH ACCEPTANCE		
DATE 6/14/2017	SIGNATURE 	DATE 6/14/2017
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE		
Ruth Roman, Director of Public Health		
EVIDENCE OF NDDoH ACCEPTANCE		
DATE 6/14/2017	SIGNATURE 	DATE 6/14/2017
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE		
Ruth Roman, Director of Public Health		
EVIDENCE OF NDDoH ACCEPTANCE		
DATE 6/14/2017	SIGNATURE 	DATE 6/14/2017
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE		
Ruth Roman, Director of Public Health		
EVIDENCE OF NDDoH ACCEPTANCE		
DATE 6/14/2017	SIGNATURE 	DATE 6/14/2017
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE		
Ruth Roman, Director of Public Health		
EVIDENCE OF NDDoH ACCEPTANCE		
DATE 6/14/2017	SIGNATURE 	DATE 6/14/2017
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE		
Ruth Roman, Director of Public Health		
EVIDENCE OF NDDoH ACCEPTANCE		
DATE 6/14/2017	SIGNATURE 	DATE 6/14/2017
TYPED NAME/TITLE OF AUTHORIZED REPRESENTATIVE		
Ruth Roman, Director of Public Health		

If attachments are referenced, they must be returned with the signed award. If you did not receive attachments as indicated, contact the Program Director identified above.



Public Health
Prevent. Promote. Protect.
Fargo Cass Public Health

(16)

FARGO CASS PUBLIC HEALTH
1240 25th Street South
Fargo, ND 58103-2367
Phone 701-241-1360
Fax 701-241-1366
FargoCassPublicHealth.com

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN
DIRECTOR OF PUBLIC HEALTH

DATE: JUNE 15, 2017

RE: AWARD OF BID PORTABLE MORGUE EQUIPMENT
\$2,118.75 AND \$607.40 PER UNIT PRICE

The attached Award of Bid for Mopec.com is for Public Health Emergency Preparedness portable morgue equipment.

No budget adjustment is required for this contract.

If you have any questions, please contact me at 241-1380.

Suggested Motion: Move to approve the Award of Bid for Mopec.

RR/LA
Enclosure

AWARD OF BID

RFP# 17144 Portable Morgue Equipment

This agreement is to award the purchase of Portable Morgue Furnishings for Fargo Cass Public Health Emergency Preparedness, 1240 25th Street South, Fargo, ND 58103-2367 to Mopec.com, 217 50 Coolidge Hwy, Oak Park, MI 48237-3156.

Fargo Cass Public Health will purchase Portable Morgue Furnishings with the quantity purchased dependent on funds remaining in our PHEP (Public Health Emergency Preparedness) grant. It is anticipated that the total amount spent will be between \$65,000-\$75,000. The following items are to be purchased per the specifications outlined in quotation number QND51920.17. Quantity to be determined as explained above.

Product Number: IA200MOD	Description: Modified IA200 Cantilever Storage Rack - 5 Tier High With	Unit Cost: \$2,118.75
Product Number: GA300	Description: Autopsy Cart Top - Stainless Steel With Inner Trough	Unit Cost: \$607.40

FARGO CASS PUBLIC HEALTH



Ruth Roman
Director of Public Health

6-14-2017

Date

Timothy J. Mahoney
Mayor, City of Fargo

Date

MOPEC.COM



Robin Mikolon
Bid Specialist/Estimator

June 14, 2017

Date



**Summary for Fargo Cass Public Health Emergency Preparedness
Project: "Portable Morgue Furnishings"
Quotation: QND51920.17**

Mopec Representative
Jeramy Gacke
jeramy.gacke@daiscientific.com
651-263-9169

Qty	Product No.	Description	Unit Price	Ext Price
"Portable Morgue Furnishings"				
* 16	IA200MOD	MODIFIED IA200CANTILEVER STORAGE RACK - 5 TIER HIGH WITH 31" ARMS	\$2,118.75	\$33,900.00
* 80	GA300	AUTOPSY CART TOP - STAINLESS STEEL WITH INNER TROUGH	\$607.40	\$48,592.00
1	FRT01	FREIGHT - CAPITAL EQUIPMENT STANDARD SERVICE - TO BISMARCK ND 58501	\$8,187.50	\$8,187.50
(RFP Equipment Only) Subtotal:				\$90,679.50

* items to be purchased - quantity to be determined Roman

Listed Below is Our Suggested Compatible Equipment for Loading and Unloading Cart Tops from Body Racks; Body Lift, Roller Pallet and Roller Style Cart (chassis only).
These items are not part of Portable Morgue Equipment RFP.

1	JD305	HYDRAULIC FORK LIFT	\$3,771.25	\$3,771.25
1	JD420	CADAVER LIFT ROLLER PALLET FOR GA100 AUTOPSY CART TOP	\$1,195.75	\$1,195.75



Tax ID #: 46-1471584
CAGE Code 701J0
DUNS Number: 07-889-1126

Mopec.com | Office: (800) 362-8491 | Fax: (248) 291-2050
21750 Coolidge Hwy
Oak Park, MI 48237-3156

M E M O R A N D U M

TO: BOARD OF CITY COMMISSIONERS

FROM: RUTH ROMAN
DIRECTOR OF PUBLIC HEALTH

DATE: JUNE 15, 2017

RE: FARGO PUBLIC SCHOOLS CONTRACT FOR SIGNATURE

The attached contract for \$805.44 with Fargo Public Schools is for nursing services for Special Education services for summer school 2017.

No budget adjustment is required for this contract.

If you have any questions please contact me at 241-1380.

Suggested Motion: Move to approve the Service Agreement with Fargo Public Schools for Special Services.

RR/la
Enclosure

FARGO PUBLIC SCHOOLS
Department of Support Services
SERVICE AGREEMENT

AGENCY/INDIVIDUAL OFFERING SERVICE: FARGO CASS PUBLIC HEALTH DEPARTMENT
1240 25th STREET SOUTH, FARGO, ND 58103

GENERAL NATURE OF SERVICE TO BE PROVIDED: EXTENDED NURSING CARE SERVICES FOR SPECIAL EDUCATION STUDENTS WITH SEVERE HEALTH RELATED DISABILITIES

AGREEMENT DURATION PERIOD: JUNE 12, 2017 THROUGH JULY 27, 2017

IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO, THAT:

- A. The agency identified above shall provide the following services:
1. Consultation, evaluation and patient services for special education students with unique health services identified as related special education nursing services in student Individual Education Plans.
 2. Upon request, assistance with the design of health protocols for specific special education students.
- B. The District shall reimburse the Agency identified above as follows for expenses associated with this agreement:
1. Time Period/Rate – The services requested shall be limited to 24 days. Service providers may vary depending upon individual student needs or changing needs. Total service provided shall be allocated as follows:

Aide at Longfellow	.5 hours x 24 days @ \$41.48	\$ 309.48
RN Longfellow	1 hours @ \$41.48	\$ 41.48
RN Washington	.5 hours x 15 days @ \$41.48	\$ 311.10
Mileage Estimate	268 miles @ \$0.535 per mile	\$ 143.38
 2. Service Cost – The maximum cost the services provided shall not exceed \$ 805.44
 3. Payment Schedule – Payments shall be made to the Provider upon receipt of monthly billing statements which contain the names of eligible students served, dates, amount and type of service provided.
 4. Medicaid Claims – The District shall process all Medicaid claims for eligible students served through this agreement.
- C. The Provider agrees that all terms and conditions specified in an existing contract with the District shall be applicable to this service agreement.

APPROVED AND EXECUTED THIS 13th DAY OF JUNE, 2017.

Fargo Public Schools

BY: 

Business Manager

BY: 

Director of Special Education and
Student Support Services

Fargo / Cass Public Health

BY: _____

Mayor, City of Fargo

BY: 

Director of Public Health

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June 15, 2017

Honorable Board of City Commissioners
Fargo City Hall
200 3rd Street North
Fargo, ND 58102

RE: Agreement for Contract Employment

Dear Commissioners,

Please find the attached copy of an agreement for contract employment with Katherine Glen as a Public Information Coordinator (PIC) in the Communications & Public Affairs Division. Through a competitive interview process, Ms. Glen was hired as a communications intern in January 2017 to assist with the launch of the City's new web site and support individual departmental webpage assemblies. While the web site was formally launched on May 31, 2017, considerable content creation remains to be completed on behalf of various departments to reach full functionality of the site. In addition, we will begin working with the Transit Department next month to begin the process of launching MATBUS' new website, which also utilizes the City's new web content management system. To complete the remaining work, the Communications and Public Affairs Division is requesting approval of the attached contract agreement for a period of six months beginning on July 3, 2017, through December 31, 2017.

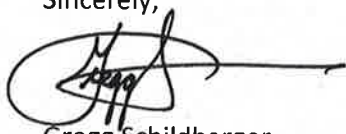
It is the recommendation of this office that the attached six-month contract agreement with Katherine Glen as Public Information Coordinator (PIC) be approved at this time. The budget impact of the contract would be \$21,851. Funding for the contract would come from the 2017 Communications & Public Affairs budget.

Your consideration in this matter is greatly appreciated.

Suggested Motion:

Approve the attached agreement with Katherine Glen to perform the duties and services of Public Information Coordinator (PIC) in the Communications and Public Affairs Division for the term of July 3, 2017, through December 31, 2017.

Sincerely,



Gregg Schildberger

Manager of Communications and Public Affairs



AGREEMENT

Public Information Coordinator (PIC)

THIS AGREEMENT made and entered into effective the 3rd day of July 2017, by and between KATHERINE GLEN, (hereinafter referred to as “Glen”) and the CITY OF FARGO, a municipal corporation, whose address is 200 Third Street North, Fargo, North Dakota 58102 (hereinafter referred to as “City”).

WITNESSETH:

WHEREAS, the City desires to fill the position of Public Information Coordinator (PIC) within the City of Fargo as a contracted employee; and,

WHEREAS, the City desires to appoint Glen to perform the duties and services of Public Information Coordinator (PIC) and for purposes of the City’s budgeting process, to recognize a contract employment relationship for a period beginning July 3, 2017, and ending December 31, 2017, but which is still an “at-will” employment relationship, terminable by either party with or without cause,; and,

WHEREAS, Glen has agreed to accept such appointment to perform the duties and services of Public Information Coordinator (PIC) on a contract employee basis according to the terms of this agreement; and,

WHEREAS, the parties wish to commit their agreement to writing.

NOW, THEREFORE, the parties hereto do hereby agree as follows:

1. City agrees to appoint Glen for the purpose of performing the duties and services of Public Information Coordinator (PIC) as described in Exhibit A attached hereto.

2. Term. The term of this agreement shall be for the period beginning July 3, 2017, and extending through December 31, 2017, but may be terminated by either party at any time, upon written notice to the other party. This relationship is an “At-will” relationship and may be terminated by either party at any time with or without cause.

3. Compensation. City agrees to compensate Glen in the amount of \$25.02 per hour (Grade 12, Step 1) for any and all duties and services performed as Public Information Coordinator (PIC) during the year 2017. If the City Commission awards a Cost of Living Adjustment (COLA), Glen is eligible to receive a COLA adjustment. To the extent this agreement is still in effect, beginning in years 2018 and thereafter, Glen’s compensation shall be adjusted annually, at the time of her step increase date, as well as adjusted in an amount equal to the Cost of Living Adjustment the City of Fargo approves for its employees.

4. In addition to the terms of compensation listed above, the City shall pay the employer’s share of the following:

- (a) Social Security (FICA)
- (b) Workers Compensation
- (c) Unemployment Insurance
- (d) Federal Withholding (income tax)
- (e) State Income Tax
- (f) Medicare

5. Glen will be a contracted employee and will be eligible to enroll in Health Insurance, Dental Insurance, Vision Insurance, Life Insurance and Flexible Spending and will be covered under the City’s long-term disability and North Dakota Public Employee Retirement System (NDPERS). In addition, Glen will accrue annual and sick leave.

6. During the term of this agreement, Glen agrees to comply with all employee policies of the City of Fargo and the Communications & Public Affairs Division, including all safety rules and procedures.

7. The parties hereto understand and agree that Glen shall not be part of the Civil Service of the City of Fargo, but is a contracted employee, as permitted under Fargo Municipal Code section 7.0102(D).

DATED the day and year first above written.

THE CITY OF FARGO, NORTH DAKOTA

By: _____
Timothy J. Mahoney, Mayor

ATTEST:

Steven Sprague, City Auditor

COMMUNICATIONS & PUBLIC AFFAIRS

By: _____

Gregg Schildberger, Manager
Communications & Public Affairs

Katherine Glen



June 15, 2017

Fargo City Commission
200 3rd Street North
Fargo, ND 58102

Commissioners:

The Fargo Dome Authority requests your approval of the bid provided by Data Technologies for installation of FutureFLEX Air-Blown Fiber. Following a competitive bid process, the FARGODOME received only one bid for the project. The Fargo Dome Authority voted to award the bid for this project to bidder, Data Technologies, at their meeting on Tuesday, May 30, 2017.

The bid is attached for reference. This project is budgeted in the 2017 FARGODOME Capital Expenditure Budget previously approved by both the Fargo Dome Authority and the Fargo City Commission. The bid is less than the budget line item.

Requested Motion: To approve the bid of \$66,205 by Data Technologies as accepted by the Fargo Dome Authority, at their meeting on May 30, 2017.

Thank you for your consideration of this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "Rob Sobolik", with a long horizontal line extending to the right.

Rob Sobolik
General Manager, FARGODOME

Attachment

**Data Technologies Inc.**

Fargo: 705 Main Avenue Suite D • West Fargo, North Dakota 58078
(701) 282-7847 • FAX (701) 282-7623

Bismarck: 3355 Saratoga Avenue #4 • Bismarck, North Dakota 58503
Phone/Fax : (701) 223-2228

COMMERCIAL INSTALLATION, SALES AND SECURITY AGREEMENT AND PROMISSORY NOTE
Purchaser

Fargo Dome

Address

1800 N University Drive

City/State/Zip

Fargo, North Dakota 58102

Contact

Matt Costello

Project

Single Mode Fiber Upgrade

Phone

701-298-2692

Consultant

Mark Vernon

Scope:

ABT Data Technologies shall provide labor and materials to install a 12 Strand Single Mode Fiber Optic Cable System to be contained in the Sumitomo Future Flex Fiber System. We will install a 12 Strand Fiber to each of the following locations, utilizing the tube configuration specified.

Tube Start Point	Tube End Point	Tube Count	Fiber from Operations
Operations	Half House	7 Tube Cable	12 Strands
Half House	South Storage	7 Tube	12 Strands
Operations	SE Mechanical	7 Tube	12 Strands
SE Mechanical	Vault Storage	2 Tube	12 Strands
SE Mechanical	Server Room	2 Tube	12 Strands
SE Mechanical	Mez Meeting	2 Tube	12 Strands
Operations	North Press Box	7 Tube	Pass through Point
North Press Box	Catwalk Camera	7 Tube	12 Strands
Catwalk Camera	Admin	2 Tube	12 Strands
Operations	Video Production	2 Tube	12 Strands

The fiber optic cables will be fusion spliced into an LC Single mode fiber pigtail and placed into either a rack mount or wall mount box depending on location and space availability.

The run to the North Press Box will be enclosed in a 2" EMT conduit to be installed by an electrical contractor.

All cables shall be terminated and tested per EIA/TIA specifications.

	Total
Materials	\$47,875.00
Labor	\$18,330.00
Total	\$66,205.00

This quote is being offered on a not to exceed price.

Electrical contractor responsible for all conduit, boxes, plywood, grounding bus bar, cable tray, fire rated penetrations.

TERMS: 30 days; 1.5% per month; 18% annual on past due balances.

Purchaser agrees to pay all collection costs if account balance is not paid in a timely manner. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to a standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. NOTE: Will not work or be responsible for any cost involving asbestos.

ABT Data Technologies, Inc.

Fargo Dome

By: Mark Vernon

By: _____

Date: 5/1/2017

Date: _____



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Metropolitan Area Transit

650 23rd Street N
Fargo, ND 58102
Phone: 701-241-8140
Fax: 701-241-8558

June 14, 2017

Board of City Commissioners
City Hall - 200 N 3rd Street
Fargo, ND 58102

Reference: RFP No. 17002

Dear Commissioners:

The City of Fargo Transit Department respectfully requests approval of the attached five-year contract for transit passenger shelter maintenance with Enhanced Properties Inc.

The Commission approved award of the contract to Enhanced Properties Inc. at the May 8, 2017 meeting. Transit staff has worked with the City's Legal Counsel and developed the attached contract for transit passenger shelter maintenance.

The requested motion is to approve the attached contract between Enhance Properties Inc. and the City of Fargo.

Sincerely,

A handwritten signature in cursive script, appearing to read "Julie Bommelman".

Julie Bommelman
Transit Director
City of Fargo

/attachment

For Schedule Information: 701-232-7500

CONTRACT
Between the City of Fargo, North Dakota and
Enhanced Properties Inc. for
TRANSIT PASSENGER SHELTER MAINTENANCE SERVICES
June 1, 2017 through May 31, 2022

THIS CONTRACT, is made this 31st day of May, 2017, by and between the City of Fargo, North Dakota, hereinafter referred to as the "City", and Enhanced Properties Inc., hereinafter referred to as the "Contractor".

WHEREAS, the City is in need of transit passenger shelter maintenance services and the Contractor agrees to provide such services according to the terms of this Contract; and

WHEREAS, The Federal Transit Administration may be providing federal operating assistance for this project in an estimated expected amount not to exceed 50 percent; the Catalog of Federal Domestic Assistance (CFDA) number is 20.507; and

WHEREAS, the City and the Contractor wish to set forth the procedures, conditions and agreements between the parties; and

NOW THEREFORE, BE IT AGREED between the City and the Contractor:

1. THE WORK

The work under this contract will include transit passenger shelter maintenances services for the City's MATBUS system. Tasks will include washing windows, sweeping, removing trash and yard waste, graffiti clean-up, broken glass clean-up and bio-hazard clean-up, etc. This contract will not include snow removal services.

2. TERM

The Contractor covenants and agrees that it will commence and continue the work during the period from June 1, 2017, through May 31, 2022, and will have completed the work in every aspect to the satisfaction and approval of the City.

3. MATERIALS

The Contractor hereby agrees to furnish all materials (except such as are to be furnished by the City), all necessary tools and equipment, and to do and perform all the work and labor, for the price and compensation set forth and specified in the proposal signed by the Contractor and hereto attached and hereby made a part of this Contract (the "Proposal"), said work to be done and performed in accordance with the Specifications on file in the office of the City which Specifications are hereby made a part of this Contract.

4. PRICE

The City agrees to pay and the Contractor agrees to receive and accept payment in accordance with the prices proposed for the unit items as set forth in the conformed copy of the Proposal hereto attached, which prices shall conform to those in the accepted Proposal. Payments will be made as provided in the Specifications. The prices are set forth as follows:

<i>Frequency of Cleanings</i>	<i>Price Each</i>				
	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>
Weekly cleanings	\$ 13.50	\$ 13.75	\$ 14.00	\$ 14.25	\$ 14.50
Bi-weekly cleanings	\$ 13.50	\$ 13.75	\$ 14.00	\$ 14.25	\$ 14.50
Annual cleaning	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Emptying of Trash Receptacles	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00
Graffiti Clean-up	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Broken Glass Clean-up	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Bio-Hazard Clean-up	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00

5. ATTACHMENTS

The Contract consists of the following component parts, all of which are fully a part of this Contract as if herein set out verbatim, or if not attached, as if hereto attached, to wit:

1. Advertisement for Proposals dated March 13, 2017
2. Request for Proposals Scope of Work for Transit Passenger Shelter Maintenance Services dated March 13, 2017
3. All Addendums and Attachments identified in the Request for Proposal (not specified below)
4. Contractor Price Proposal Summary dated April 7, 2017
5. This Contract
6. Federal Contract Clauses
7. Debarment and Suspension Certification (signed by Contractor)
8. Lobbying Certification (signed by Contractor)

6. STATE AND FEDERAL FUNDING

It is understood that the validity of this Contract between the City and the Contractor is contingent upon the receipt by the City of State and Federal funding for the operating deficit of the transit system during the time period specified herein. It is further understood that any reduction or loss of State or Federal funding for the operations of the transit system shall be cause for the City, upon thirty (30) days written notification to the Contractor, to terminate this Contract.

7. MODIFICATIONS

Both parties will abide by all provisions set out within and agreed upon and detailed within the Proposal, Specifications and all Attachments. Any changes to the provisions of this Contract must be made with a written document that is signed by both parties.

8. COMPLIANCE WITH LAWS AND REGULATIONS

The Contractor, by submission of its Proposal, assures the City that it will comply with, and be bound by, all applicable federal, state, and local laws, rules, and ordinances.

9. EQUAL OPPORTUNITY

The Contractor, as a recipient of City funds, must not discriminate against any worker, employee, applicant, or any member of the public because of race, color, sex, gender, sexual orientation, religion, age, marital status, national origin, veterans status, physical or mental disability or perceived disability, public assistance status, or other criteria protected by law.

10. INDEMNIFICATION

The Contractor will hold harmless, indemnify and defend the City from any and all claims arising out of or in any way related to the work under this Contract. Said indemnification will include, inter alia, attorneys' fees, damages, whether punitive, economic or compensatory, and costs and disbursements. However, this paragraph will not apply to suits against the City arising out of the City's negligence or intentional acts, or those of its employees, agents or designees.

11. LICENSURE & INSURANCE

The Contractor must be properly licensed to do business in Fargo during the entire term of this Contract. The Contractor must maintain the appropriate Worker's Compensation and Employer's Liability Insurance and must annually provide the City with a Certificate of Liability Insurance describing the limits of coverage and naming the City of Fargo as an additional insured party. By signing this Contract, the Contractor certifies that it will maintain the specified coverage during the entire term of the Contract. Any Cancellation Policy statement must read: "Should any of the above described policies be canceled or modified before the expiration date thereof, the issuing company will mail forty-five (45) calendar days written notice to the certificate holder named as the additional insured, but shall impose no obligation or liability of any kind upon the company, its agents, or representatives."

12. GOVERNING LAW.

This Contract has been made and entered into under the laws of the State of North Dakota, and said laws will control its interpretation. The parties agree the venue for any litigation arising out of this Contract will be in state District Court within Cass County, North Dakota, and the parties waive any objection to personal jurisdiction.

13. SUBCONTRACTORS

Subcontractors are not permitted under this Contract.

The date of commencement of the Contractor's performance shall be the date of signature by the City of Fargo, North Dakota authorized personnel or June 1, 2017, whichever event occurs later.

CITY OF FARGO

Dated: _____, 2017

By _____
Timothy J. Mahoney, Mayor

Dated: _____, 2017

Attest _____
Steve Sprague, Auditor

CONTRACTOR
ENHANCED PROPERTIES INC.

Dated: May 31, 2017

By *Gary Klemisch*
Gary Klemisch, President

Approved as to form and execution this 31st day of May, 2017.

Judy Wenner
[LEGAL REPRESENTATIVE AGENT]

(21)

June 15, 2017

Board of City Commissioners
City Hall - 200 N 3rd Street
Fargo, ND

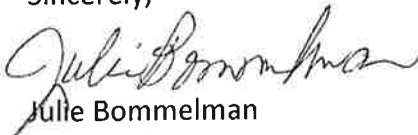
Reference: ABF17019

Dear Commissioners:

The Ground Transportation Center (GTC) deck overlay construction project included the relocation of the exhaust ducts located on the south side of the deck closer to the fence to remove them from the driving space of the buses. During the final stage of the relocation, it was suggested two bollards installed on the deck just north of the chain link fence would provide additional protection of the new exhaust ducts from buses backing into them. The total cost of adding the bollards is \$750.00 (\$600 federal, \$150 local) and does not exceed the original grant.

The requested motion is to approve the attached Change Order No. 1 and authorize the Transit Director to sign the Change Order.

Sincerely,



Julie Bommelman
Transit Director
City of Fargo

/enc

CHANGE ORDER NO. 1

Date of Issuance: 6/6/2017

Effective Date: 6/6/2017

PROJECT TITLE <i>GTC Deck Repairs & Exhaust Duct Relocation</i>
OWNER <i>City of Fargo</i>
CONTRACTOR <i>Key Contracting, Inc.</i>
ORIGINAL CONTRACT DATE <i>3/13/2017</i>

THE CONTRACT DOCUMENTS ARE MODIFIED AS FOLLOWS UPON EXECUTION OF THIS CHANGE ORDER

1. ADDITIONS OR DELETIONS TO THE CONTRACT AND ASSOCIATED COSTS						
Spec. No.	Item	Description of Addition or Deletion	Unit	Quantity	Unit Price	Affect On Contract Price
	1	Furnish and install (2) 6" diameter, concrete filled, steel bollards. Paint bollards yellow.	Ea	2	\$375.00	\$750.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
TOTAL COST FOR THESE CONTRACT ADDITIONS OR DELETIONS						\$750.00

2. JUSTIFICATION FOR ADDITIONS OR DELETIONS TO CONTRACT

Owner requested two (2) bollards be installed on the deck, just north of the chain link fence, for additional protection of the new exhaust ducts. Also reference attached pricing document from Key Contracting, Inc.

3. CHANGE TO CONTRACT AMOUNT

ORIGINAL CONTRACT AMOUNT:	\$232,194.00
NET INCREASE/DECREASE FROM PREVIOUS CHANGE ORDER(S):	\$0.00
CONTRACT AMOUNT PRIOR TO THIS CHANGE ORDER:	\$232,194.00
INCREASE/DECREASE FROM THIS CHANGE ORDER:	\$750.00
NEW CONTRACT AMOUNT INCLUDING THIS CHANGE ORDER:	\$232,944.00

4. CHANGE TO CONTRACT TIMES**Original Contract Times:**

Substantial Completion (Days or Date): 6/16/2017
 Ready For Final Payment (Days or Date): 6/30/2017

Contract Times from previously Approved Change Orders

Substantial Completion (Days or Date): NA
 Ready For Final Payment (Days or Date): NA

Contract Times will be Increased/Decreased because of this Change Order NA

Contract Times including this Change Order

Substantial Completion (Days or Date): NA
 Ready For Final Payment (Days or Date): NA

5. REQUIRED SIGNATURES - Not valid until signed by Owner. Signature of Contractor indicates agreement herewith, including any adjustments in the Contract Amount or Contract Times

ACCEPTED:

By: _____
OWNER (Authorized Signature)
Name: **Julie Bommelman**
Title: **Transit Director**
Date: _____

ACCEPTED:

By: _____
CONTRACTOR (Authorized Signature)
Name: **Thomas Martin**
Title: **President**
Date: _____

RECOMMENDED:

By: Cassie McNames
ENGINEER (Authorized Signature)
Name: **Cassie McNames**
Title: **Project Manager**
Date: **6/6/17**

ACCEPTED:

Funding Agency (if applicable)

By: _____
FUNDING AGENCY (Authorized Signature)
Name: _____
Title: _____
Date: _____

Key Contracting, Inc.

245-7TH AVENUE NE

WEST FARGO, ND 58078

PHONE (701) 238-8192

FAX (701) 356-0166



June 5, 2017

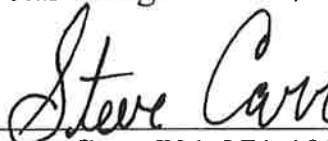
Cassie McNames

KLJ Engineering

CHANGE ORDER #1: GTC Deck Repairs

Install 2 each 6" painted yellow pipe bollards.

Total change order - \$750.00



Steve Carr 701-371-1284

22

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: DAN MAHLI, COMMUNITY DEVELOPMENT ADMINISTRATOR
NICOLE CRUTCHFIELD, PLANNING ADMINISTRATOR

DATE: JUNE 15, 2017

SUBJECT: MYSIDEWALK UPDATE

In 2015, MySidewalk expanded its focus and efforts to create a mapping tool, which allows for real time demographic maps as opposed to just being a community dialog tool. In 2016, the City Commission approved an annual renewal of the contract for software licenses and to enroll as one of the six cities in the country as a partner team member. Moving into 2017 and 2018, staff is requesting a one-year renewal for software licenses for \$18,000 (same cost as last year). This renewal will give us an opportunity to customize the software to create a neighborhood dashboard for Fargo. We believe this tool will help with neighborhood planning and develop recommendations that will improve services to the public.

Recommendation: Approve the contract renewal agreement with MySidewalk for \$18,000.



Subscription Agreement

This Subscription Agreement entered into by and between mySidewalk, Inc. "mySidewalk" and Fargo, ND "Customer" is effective as of the Customer signature date below.

Customer Fargo, ND
Address 200 3rd St North
City, State, Zip Fargo, ND, 58102
Primary Contact Nicole Crutchfield
Email ncrutchfield@cityoffargo.com
Billing Email ncrutchfield@cityoffargo.com

Subscription & Billing Terms	
Renewal Start Date	06/05/2017
Term Length	12 months
Payment Frequency	Annual
Payment Terms	Net 30

Your subscription to mySidewalk includes the following features and functionality.

◆ **Access to:**

- Our proprietary data and analysis platform
- The Basic tier of spatial data, reported at all of the baseline geographies - state, governing boundaries, place, zip code, census block groups, census tracts, and neighborhood & city council districts where they exist

◆ **Ability to:**

- Visualize data in maps and charts
- Upload kml data to overlay Customer owned spatial data with the mySidewalk platform
- Enrich Customer-provided geo-referenced boundaries with mySidewalk data
- View multiple data sets simultaneously and to filter results
- Create and save an unlimited number of maps
- Export, embed and share maps and findings
- Gather feedback on shared data

# of Accounts	Total Fee
enterprise	\$18,000

**ACCEPTED AND
AGREED TO BY:** Fargo, ND

Name: _____

Title: _____

Date: _____

Signature: _____

MYSIDEWALK, INC. "mySidewalk"

Name: Stephen Hardy

Title: CEO

Date: 06/14/2017

Signature: 

All amounts are USD. This is a non-refundable purchase subject only to termination as defined in the terms of use linked below.
Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of the Customer.

By signing this agreement, you are also agreeing to the mysidewalk.com/privacy-policy and data.mysidewalk.com/terms-of-use
mySidewalk, Inc. 304 W 8th St, Kansas City, MO 64105 | finance@mysidewalk.com

(23)

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: PLANNING DIRECTOR JIM GILMOUR 

DATE: JUNE 14, 2017

SUBJECT: HOURLY PARKING RATES AT ROBERTS PARKING GARAGE

The Roberts Parking Garage has opened to monthly parkers. Equipment to charge for hourly parking is being installed and should be operational soon.

I have discussed hourly parking rates with Interstate Parking, DFI Roberts (Kilbourne), the Downtown Community Partnership, and the Parking Commission.

There is strong support for hourly parking rates that provide the first two hours free because on-street parking will not be available in the downtown. The loss of on-street parking is because of the 2nd Ave. reconstruction, the 4th Ave. reconstruction, Block 9, and the completion of Roberts Commons.

These are the proposed parking rates for the Roberts Garage.

0 to 2 hours - free
2-4 hours - \$3
4-6 hours - \$5
6+ hours - \$8

RECOMMENDED MOTION: Approve the hourly parking rates for the Roberts Parking Garage.



(24)

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS
FROM: PLANNING DIRECTOR JIM GILMOUR
DATE: JUNE 14, 2017
SUBJECT: PARKING AGREEMENT AMENDMENT



Attached for your consideration is an amendment to the parking agreement recently approved between the City of Fargo and DFI Roberts.

These changes address the maximum coverage levels for garage keeper and fidelity insurances. The changes also identify when insurance policies are to name the city as an additional insured.

RECOMMENDED MOTION: Approve the amendment to the Parking Agreement between DFI ROBERTS, LLC and the City of Fargo.

Attachment



FIRST AMENDMENT TO PARKING AGREEMENT

THIS FIRST AMENDMENT TO PARKING AGREEMENT (the "Amendment") is entered into as of the 19th day of June, 2017, by and between the City of Fargo, North Dakota, a municipal corporation (together with its successors and assigns, the "City") and DFI ROBERTS LLC, a North Dakota limited liability company (together with its successors and assigns, "DFI").

RECITALS

A. DFI and the City entered into that certain Parking Agreement dated as of May 22, 2017 (the "Parking Agreement"), regarding DFI's operation of the Roberts Garage for the period of time set forth therein.

B. The parties wish to amend the Parking Agreement to reflect certain changes to the insurance requirements contained therein, as set out in this Amendment.

C. Defined terms used but not specifically defined in this Amendment shall have the meanings ascribed to them in the Parking Agreement.

AGREEMENTS

In consideration of the Recitals and the following mutual agreements, the parties agree to amend the Parking Agreement as follows:

1. **Insurance.** Section 7.1 of the Parking Agreement is deleted in its entirety and restated as follows:

"7.1 During the Term, DFI must obtain and maintain the following types of insurance for the Roberts Garage with companies authorized to do business in the State of North Dakota, and reasonably acceptable to the City:

- (a) To the extent required by law, workers compensation insurance, with statutory coverage;
- (b) Employers Liability Insurance with coverage of not less than \$1,000,000, with \$100,000 for bodily injury per accident limit, \$500,000 for bodily injury by disease policy limit and \$100,000 for bodily injury by disease per employee limit;
- (c) commercial general liability (including bodily injury and property damage and contractual tort liability) insurance, Personal Injury Insurance with liability

limits of \$1,000,000 per occurrence and \$2,000,000 in aggregate that names the City as an additional insured;

- (d) garage keeper's legal liability insurance with minimum liability limits of \$500,000 and Automobile Liability insurance with minimum liability limits of \$1,000,000;
- (e) umbrella coverage in the amount of not less than \$10,000,000 providing excess coverage over the following underlying liability policies: General Liability, Commercial Business Automobile and Employers Liability;
- (f) fidelity (crime) insurance with respect to its employees who handle or are responsible for funds with liability limits of \$500,000, subject to availability of such limits, and, to the extent available, a Co-Obligee endorsement in favor of the City;
- (g) twelve (12) months of Business Interruption Insurance insuring DFI (or the Garage Management Company) against an interruption in DFI's (or the Garage Management Company's) business under this Agreement;
- (h) "all-risk of direct physical loss" commercial property insurance for personal property and contents owned by DFI (or its agents or the Garage Management Company) in the amount of the full replacement values thereof (as reasonably determined by DFI);
- (i) Waiver of Subrogation in favor of the City on Workers Compensation Liability, Garage Keepers Legal Liability, Automobile Liability and "all-risk of direct physical loss" policies, to the extent available without material additional cost; and
- (j) Naming the City as Additional Insured on the Automobile Liability Insurance and Commercial General Liability Insurance policies.

2. **Effect/Further Modification.** The Parking Agreement, except as expressly hereby amended, remains unmodified and in full force and effect. The Parking Agreement shall not be further amended, except in writing signed by both parties.

[Remainder intentionally left blank. Signatures to follow.]

IN WITNESS WHEREOF, the parties have executed this Amendment effective as of the date first above written.

DFI:

DFI ROBERTS LLC,
a North Dakota limited liability company

By: _____

Name: _____

Title: _____

CITY:

CITY OF FARGO, NORTH DAKOTA,
a municipal corporation

By: _____

Name: _____

Title: Mayor

ATTEST:

By: _____

Name: _____

Title: City Auditor



(25a)

GAMING SITE AUTHORIZATION
OFFICE OF ATTORNEY GENERAL
SFN 17996 (07/2016)

G - _____ (_____) _____
Site License Number
(Attorney General Use Only)

Full, Legal Name of Gaming Organization

The Arc Upper Valley

The above organization is hereby authorized to conduct games of chance under the license granted by the Attorney General of the State of North Dakota at the following location

Name of Location <u>Borrowed Bucks Road house</u>			
Street <u>1201 Westrac Drive</u>	City <u>Fargo</u>	ZIP Code <u>58103</u>	County <u>Cass</u>
Beginning Date(s) Authorized <u>7-1-17</u>	Ending Date(s) Authorized <u>6-30-18</u>		Number of twenty-one tables if zero, enter "0": <u>2</u>
Specific location where games of chance will be conducted and played at the site (required) <u>West portion of the building - Games played in entire bar (except restrooms)</u>			
If conducting Raffle or Poker activity provide date(s) or month(s) of event(s) if known			

RESTRICTIONS (City/County Use Only)

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (required)

<input type="checkbox"/> Bingo	<input type="checkbox"/> Club Special	<input type="checkbox"/> Sports Pools
<input type="checkbox"/> ELECTRONIC Quick Shot Bingo	<input type="checkbox"/> Tip Board	<input checked="" type="checkbox"/> Twenty-One
<input type="checkbox"/> Raffles	<input type="checkbox"/> Seal Board	<input type="checkbox"/> Poker
<input type="checkbox"/> ELECTRONIC 50/50 Raffle	<input type="checkbox"/> Punchboard	<input type="checkbox"/> Calcuttas
<input checked="" type="checkbox"/> Pull Tab Jar	<input type="checkbox"/> Prize Board	<input type="checkbox"/> Paddlewheels with Tickets
<input type="checkbox"/> Pull Tab Dispensing Device	<input type="checkbox"/> Prize Board Dispensing Device	<input type="checkbox"/> Paddlewheel Table

APPROVALS

Attorney General	Date
Signature of City/County Auditor	Date <u>6/19/17</u>
PRINT Name and official position of person signing on behalf of city/county above <u>Steven Sprague/City Auditor</u>	

INSTRUCTIONS:

1. City/County Auditors - Retain a **copy** of the Site Authorization for your files.
2. City/County Auditors - Return the **original** Site Authorization form to the Organization.
3. Organizations - Send the **original, signed**, Site Authorization to the Office of Attorney General with any other applicable licensing forms for final approval.

RETURN ALL DOCUMENTS TO:

Office of Attorney General
Licensing Section
600 E Boulevard Ave, Dept. 125
Bismarck, ND 58505-0040
Telephone: 701-328-2329 OR 800-326-9240


GAMING SITE AUTHORIZATION
 OFFICE OF ATTORNEY GENERAL
 SFN 17996 (02/2016)

 G-0665()
 Site License Number
 (Attorney General Use Only)

(256)

Full, Legal Name of Gaming Organization

Sharehouse Inc.

The above organization is hereby authorized to conduct games of chance under the license granted by the Attorney General of the State of North Dakota at the following location

Name of Location <u>Bismarck Tavern</u>			
Street <u>522 Broadway</u>	City <u>Fargo</u>	ZIP Code <u>58102</u>	County <u>Cass</u>
Beginning Date(s) Authorized <u>7-1-2017</u>	Ending Date(s) Authorized <u>6-30-2018</u>	Number of twenty-one tables if zero, enter "0": <u>1</u>	
Specific location where games of chance will be conducted and played at the site (required) <u>Conducted East side of building. Games played in entire bar area excluding restrooms.</u>			
If conducting Raffle or Poker activity provide date(s) or month(s) of event(s) if known			

RESTRICTIONS (City/County Use Only) To be completed ONLY if restrictions are set by the local governing body

Days of week of gaming operations	Hours of gaming
-----------------------------------	-----------------

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site

<input checked="" type="checkbox"/> Bingo	<input type="checkbox"/> Club Special	<input type="checkbox"/> Sports Pools
<input type="checkbox"/> ELECTRONIC Quick Shot Bingo	<input type="checkbox"/> Tip Board	<input checked="" type="checkbox"/> Twenty-One
<input type="checkbox"/> Raffles	<input type="checkbox"/> Seal Board	<input type="checkbox"/> Poker
<input type="checkbox"/> ELECTRONIC 50/50 Raffle	<input type="checkbox"/> Punchboard	<input type="checkbox"/> Calcuttas
<input checked="" type="checkbox"/> Pull Tab Jar	<input type="checkbox"/> Prize Board	<input checked="" type="checkbox"/> Paddlewheels with Tickets
<input type="checkbox"/> Pull Tab Dispensing Device	<input type="checkbox"/> Prize Board Dispensing Device	<input checked="" type="checkbox"/> Paddlewheel Table

APPROVALS

Attorney General	Date
Signature of City/County Auditor	Date <u>6/19/17</u>
PRINT Name and official position of person signing on behalf of city/county above <u>Steven Sprague/City Auditor</u>	

INSTRUCTIONS:

1. City/County Auditors - Retain a **copy** of the Site Authorization for your files.
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RETURN ALL DOCUMENTS TO:

Office of Attorney General
 Licensing Section
 600 E Boulevard Ave, Dept. 125
 Bismarck, ND 58505-0040
 Telephone: 701-328-2329 OR 800-326-9240



Page 89 **APPLICATION FOR A LOCAL PERMIT OR CHARITY LOCAL PERMIT**
OFFICE OF ATTORNEY GENERAL
SFN 9338 (08/2016)

26a
V#1204
6-12-17

Application for: ☒ Local Permit ☐ Charity Local Permit (one event per year)

Name of Non-profit Organization Fargo Lions Club	Date(s) of Activity 9/11/17 to 12/25/17	For a raffle, provide drawing date(s):	
Person Responsible for the Gaming Operation and Disbursement of Net Income Brian Grave	Title Treasurer	Business Phone Number 701-200-5908	
Business Address PO Box 21	City Fargo	State ND	Zip Code 58107
Mailing Address (if different)	City	State	Zip Code
Name of Site Where Game(s) will be Conducted Radisson Hotel Fargo	Site Address 201 5th St N		
City Fargo	State ND	Zip Code 58102	County Cass
Check the Game(s) to be Conducted: * Poker, Twenty-one, and Paddlewheels may be Conducted only by a Charity Local Permit. <input type="checkbox"/> Bingo <input type="checkbox"/> Raffle <input type="checkbox"/> Raffle Board <input type="checkbox"/> Calendar Raffle <input checked="" type="checkbox"/> Sports Pool <input type="checkbox"/> Poker * <input type="checkbox"/> Twenty-one * <input type="checkbox"/> Paddlewheels * Calendar			

DESCRIPTION AND RETAIL VALUE OF PRIZES TO BE AWARDED

Game Type	Description of Prize	Retail Value of Prize	Game Type	Description of Prize	Retail Value of Prize
Monday Night Football	- 16 games during regular season	Players pay \$20 for a book (\$1.25 per game) and have a chance of winning \$50 each game.			
			Total: (Limit \$12,000 per year) \$ 9,600		

Intended uses of gaming proceeds: Local sight-related assistance and philanthropic activity

Does the organization presently have a state gaming license? ☒ No ☐ Yes - If "Yes," the organization is not eligible for a local permit or charity local permit and should call the Office of Attorney General at 1-800-326-9240.

Has the organization received a charity local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," the organization does not qualify for a local permit or charity local permit.

Has the organization received a local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," indicate the total value of all prizes previously awarded: \$ _____. This amount is part of the total prize limit of \$12,000 per year.

Signature of Organization's Top Executive Official 	Date 6/12/17	Title Treasurer	Business Phone Number 701-200-5908
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APPLICATION FOR A LOCAL PERMIT OR CHARITY LOCAL PERMIT
 OFFICE OF ATTORNEY GENERAL
 SFN 9338 (08/2016)

\$25.00
 ✓3129
 6-12-17

Application for: ☒ Local Permit ☐ Charity Local Permit (one event per year)

Name of Non-profit Organization Steve Weidner FM Junior Tour	Date(s) of Activity July 1, 2017 to June 30, 2018	For a raffle, provide drawing date(s):	
Person Responsible for the Gaming Operation and Disbursement of Net Income Shelley Weidner	Title Chairman	Business Phone Number 701 237-6746	
Business Address 509 26th Ave South	City Fargo	State ND	Zip Code 58103
Mailing Address (if different)	City	State	Zip Code
Name of Site Where Game(s) will be Conducted Fargo Country Club	Site Address 509 26th Ave S.		
City Fargo	State ND	Zip Code 58103	County CASS
Check the Game(s) to be Conducted: *Poker, Twenty-one, and Paddlewheels may be Conducted only by a Charity Local Permit. <input type="checkbox"/> Bingo <input type="checkbox"/> Raffle <input checked="" type="checkbox"/> Raffle Board <input checked="" type="checkbox"/> Calendar Raffle <input type="checkbox"/> Sports Pool <input type="checkbox"/> Poker * <input type="checkbox"/> Twenty-one * <input type="checkbox"/> Paddlewheels *			

DESCRIPTION AND RETAIL VALUE OF PRIZES TO BE AWARDED

Game Type	Description of Prize	Retail Value of Prize
Raffle Boards	Merchandise Gift Certificates	
(no one prize greater than \$2500.00)		\$10,000.00
	Cash prize	\$2,000.00
(no one prize greater than \$1,000.00)		
TOTAL OF	16 EVENTS FOR PERIOD	
JULY 1, 2017-	JUNE 30, 2018	
NUMBER OF	EVENTS DETERMINED BY	

WEATHER.

Game Type	Description of Prize	Retail Value of Prize
Total:		(Limit \$12,000 per year) \$12,000.00

Intended uses of gaming proceeds: Promote Junior Golf

Does the organization presently have a state gaming license? ☒ No ☐ Yes - If "Yes," the organization is not eligible for a local permit or charity local permit and should call the Office of Attorney General at 1-800-326-9240.

Has the organization received a charity local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," the organization does not qualify for a local permit or charity local permit.

Has the organization received a local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," indicate the total value of all prizes previously awarded: \$ _____. This amount is part of the total prize limit of \$12,000 per year.

Signature of Organization's Top Executive Official Shelley Weidner	Date 6/2/2017	Title Chairman	Business Phone Number 701 237-6746
--	-------------------------	--------------------------	--

Raffleboard Schedule July 1, 2017 through June 30, 2018

Date	Event	Payout
6-Jul	Couples Golf	300
13-Jul	Couples Golf	300
20-Jul	Bend in the River Member Guest	2000
25-Jul	Ladies Invite	300
28-Jul	Couples Club Championship	300
3-Aug	Couples Golf	300
10-Aug	Couples Golf	300
18-Sep	Member Member	800
25-Sep	ND Open	1,000
11-Sep	Bison Open	1,000
Date 2018		
4-Apr	Men's Day	600
16-May	Men's Day	1000
7-Jun	Couples Golf	300
13-Jun	Men's Day	500
14-Jun	Couples Golf	300
21-Jun	Couples Golf - Guest Night	1000
		\$10,300



APPLICATION FOR A LOCAL PERMIT OR CHARITY LOCAL PERMIT
 OFFICE OF ATTORNEY GENERAL
 SFN 9338 (08/2016)

Application for: ☒ Local Permit * ☐ Charity Local Permit (one event per year)

Name of Non-profit Organization Fargo Moorhead Derby Girls	Date(s) of Activity 7/8/2017 to 7/8/2017	For a raffle, provide drawing date(s): 7/08/2017	
Person Responsible for the Gaming Operation and Disbursement of Net Income Elizabeth Mieke	Title Treasurer	Business Phone Number (218) 979-9303	
Business Address 3302 Interstate Blvd	City Fargo	State ND	Zip Code 58103-0000
Mailing Address (if different) Po Box 10644	City Fargo	State ND	Zip Code 58106-0000
Name of Site Where Game(s) will be Conducted Southwest Youth Hockey Arena	Site Address 4404 23rd Ave Sw		
City Fargo	State ND	Zip Code 58104-0000	County Cass
Check the Game(s) to be Conducted: * Poker, Twenty-one, and Paddlewheels may be Conducted only by a Charity Local Permit. <input type="checkbox"/> Bingo <input checked="" type="checkbox"/> Raffle <input type="checkbox"/> Raffle Board <input type="checkbox"/> Calendar Raffle <input type="checkbox"/> Sports Pool <input type="checkbox"/> Poker * <input type="checkbox"/> Twenty-one * <input type="checkbox"/> Paddlewheels *			

DESCRIPTION AND RETAIL VALUE OF PRIZES TO BE AWARDED

Game Type	Description of Prize	Retail Value of Prize	Game Type	Description of Prize	Retail Value of Prize
50/50 Raffle	Cash	\$150.00			
Total:					(Limit \$12,000 per year) \$ 150

Intended uses of gaming proceeds: Rape and Abuse Crisis Center

Does the organization presently have a state gaming license? ☒ No ☐ Yes - If "Yes," the organization is not eligible for a local permit or charity local permit and should call the Office of Attorney General at 1-800-326-9240.

Has the organization received a charity local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," the organization does not qualify for a local permit or charity local permit.

Has the organization received a local permit from this or another city or county for the fiscal year July 1 through June 30? ☐ No ☒ Yes - If "Yes," indicate the total value of all prizes previously awarded: \$ 593.00. This amount is part of the total prize limit of \$12,000 per year.

Signature of Organization's Top Executive Official 	Date 6/1/2017	Title Treasurer	Business Phone Number (218) 979-9303
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APPLICATION FOR A LOCAL PERMIT OR CHARITY LOCAL PERMIT
OFFICE OF ATTORNEY GENERAL
SFN 9338 (08/2016)

Application for: ☒ Local Permit ☐ Charity Local Permit (one event per year)

Name of Non-profit Organization El Zagal Escort Motor Patrol	Date(s) of Activity to	For a raffle, provide drawing date(s): 10/7/2017	
Person Responsible for the Gaming Operation and Disbursement of Net Income Pat Jones	Title Director	Business Phone Number (701) 238-6607	
Business Address 1429 3rd Ave N	City Fargo	State ND	Zip Code 58102
Mailing Address (if different) 2325 Willow Road N	City Fargo	State ND	Zip Code 58102
Name of Site Where Game(s) will be Conducted El Zagal Shrine Center	Site Address 1439 3rd Street N		
City Fargo	State ND	Zip Code 58102	County Cass
Check the Game(s) to be Conducted: * Poker, Twenty-one, and Paddlewheels may be Conducted only by a Charity Local Permit. <input type="checkbox"/> Bingo <input checked="" type="checkbox"/> Raffle <input type="checkbox"/> Raffle Board <input type="checkbox"/> Calendar Raffle <input type="checkbox"/> Sports Pool <input type="checkbox"/> Poker * <input type="checkbox"/> Twenty-one * <input type="checkbox"/> Paddlewheels *			

DESCRIPTION AND RETAIL VALUE OF PRIZES TO BE AWARDED

Game Type	Description of Prize	Retail Value of Prize
Raffle	Ice Fishing Trip	\$2,138.85

Game Type	Description of Prize	Retail Value of Prize

Total: \$ 2,138.85 (Limit \$12,000 per year)

Intended uses of gaming proceeds: Unit expenses

Does the organization presently have a state gaming license? ☒ No ☐ Yes - If "Yes," the organization is not eligible for a local permit or charity local permit and should call the Office of Attorney General at 1-800-326-9240.

Has the organization received a charity local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," the organization does not qualify for a local permit or charity local permit.

Has the organization received a local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," indicate the total value of all prizes previously awarded: \$ _____. This amount is part of the total prize limit of \$12,000 per year.

Signature of Organization's Top Executive Official <i>Pat Jones</i>	Date 6/14/2017	Title Director	Business Phone Number (701) 238-6607
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APPLICATION FOR A LOCAL PERMIT OR CHARITY LOCAL PERMIT
OFFICE OF ATTORNEY GENERAL
 SFN 9338 (08/2016)

Application for: ☒ Local Permit * ☐ Charity Local Permit (one event per year)

Name of Non-profit Organization Patty Deery Benefit	Date(s) of Activity 6/22/17 to 6/22/17	For a raffle, provide drawing date(s): 6/22/2017	
Person Responsible for the Gaming Operation and Disbursement of Net Income Kari Drier	Title Head Volunteer	Business Phone Number (701) 630-8286	
Business Address	City	State	Zip Code
Mailing Address (if different) 3655 Harrison St S	City Fargo	State ND	Zip Code 58104
Name of Site Where Game(s) will be Conducted The Bowler	Site Address 2630 S. University Drive		
City Fargo	State ND	Zip Code 58103	County Cass
Check the Game(s) to be Conducted: * Poker, Twenty-one, and Paddlewheels may be Conducted only by a Charity Local Permit. <input type="checkbox"/> Bingo <input checked="" type="checkbox"/> Raffle <input type="checkbox"/> Raffle Board <input type="checkbox"/> Calendar Raffle <input type="checkbox"/> Sports Pool <input type="checkbox"/> Poker * <input type="checkbox"/> Twenty-one * <input type="checkbox"/> Paddlewheels *			

DESCRIPTION AND RETAIL VALUE OF PRIZES TO BE AWARDED

Game Type	Description of Prize	Retail Value of Prize	Game Type	Description of Prize	Retail Value of Prize
50/50 Raffle	Cash	\$ 3,500.00			
(Mont) Raffle	Processed Cow	\$ 2,500.00			
Raffle	Paddleboard	\$ 750.00			
			Total: \$ 6,750.00		

(Limit \$12,000 per year)

Intended uses of gaming proceeds: To help with medical bills/financial costs associated with the cancer diagnosis and subsequent passing of Patty Deery.

Does the organization presently have a state gaming license? ☒ No ☐ Yes - If "Yes," the organization is not eligible for a local permit or charity local permit and should call the Office of Attorney General at 1-800-326-9240.

Has the organization received a charity local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," the organization does not qualify for a local permit or charity local permit.

Has the organization received a local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," indicate the total value of all prizes previously awarded: \$ _____. This amount is part of the total prize limit of \$12,000 per year.

Signature of Organization's Top Executive Official Kari Drier	Date 6/22/2017	Title Head Volunteer	Business Phone Number (701) 630-8286
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APPLICATION FOR A LOCAL PERMIT OR CHARITY LOCAL PERMIT
OFFICE OF ATTORNEY GENERAL
SFN 9338 (08/2016)

Application for: ☒ Local Permit * ☐ Charity Local Permit (one event per year)

Name of Non-profit Organization Oak Grove Lutheran School		Date(s) of Activity 6/29/17 to		For a raffle, provide drawing date(s):	
Person Responsible for the Gaming Operation and Disbursement of Net Income Carrie Pierce		Title		Business Phone Number 237-0210	
Business Address 124 North Terrace		City Fargo		State ND	Zip Code 58102
Mailing Address (if different)		City		State	Zip Code
Name of Site Where Game(s) will be Conducted Oak Grove Park		Site Address 124 N Terrace			
City Fargo		State ND	Zip Code 58102	County Clay	
Check the Game(s) to be Conducted: * Poker, Twenty-one, and Paddlewheels may be Conducted only by a Charity Local Permit.					
<input type="checkbox"/> Bingo <input checked="" type="checkbox"/> Raffle <input checked="" type="checkbox"/> Raffle Board <input checked="" type="checkbox"/> Calendar Raffle <input type="checkbox"/> Sports Pool <input type="checkbox"/> Poker* <input type="checkbox"/> Twenty-one* <input type="checkbox"/> Paddlewheels*					

DESCRIPTION AND RETAIL VALUE OF PRIZES TO BE AWARDED


Game Type	Description of Prize	Retail Value of Prize
Raffle Board	Bison Championship Football	\$ 250.00
Raffle	VRBO	\$ 1500.00
Raffle	School Gift card	\$ 250.00
Raffle	Adam Thelen Jersey	\$ 250.00
Raffle	Garage floor Detailing	\$ 3000.00
		(Limit \$12,000 per year)
	Total:	\$ 5250.00

Intended uses of gaming proceeds: to purchase Medical Supplies & Shipping

Does the organization presently have a state gaming license? ☒ No ☐ Yes - If "Yes," the organization is not eligible for a local permit or charity local permit and should call the Office of Attorney General at 1-800-326-9240.

Has the organization received a charity local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," the organization does not qualify for a local permit or charity local permit.

Has the organization received a local permit from this or another city or county for the fiscal year July 1 through June 30? ☒ No ☐ Yes - If "Yes," indicate the total value of all prizes previously awarded: \$. This amount is part of the total prize limit of \$12,000 per year.

Signature of Organization's Top Executive Official 	Date 6/15/2017	Title Chief Administrative Officer	Business Phone Number 701-373-7152
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OFFICE OF THE CITY ADMINISTRATOR
Bruce P. Grubb

June 15, 2017

Honorable Board of City Commissioners
City of Fargo
200 3rd Street North
Fargo, ND 58102

Subject: Application for Bank of North Dakota (BND) Infrastructure Loan Fund

Dear Commissioners:

Attached for your information, please find a memorandum from Eric Hardmeyer, President/CEO Bank of North Dakota announcing the passage of SB2178 which modified the eligibility requirements for funding under the BND Infrastructure Loan Fund program. The modifications include a revised definition of "essential infrastructure projects" to include the following:

1. New or replacement of existing water treatment plants
2. New or replacement of existing wastewater treatment plants
3. New or replacement of existing sewer lines and water lines
4. New or replacement of existing storm water and transportation infrastructure, including curb and gutter construction

SB2178 also included the general terms of the loan program which are summarized below:

- Loan Amount \$15 million (max)
- Length 30-years
- Interest Rate 2% (max)

The deadline for submittal of loan applications is July 28, 2017, but we would like to get our application submitted as soon as possible.

To that end, a meeting was scheduled with staff representation from Administration, Engineering, Planning, Public Works and the Enterprise Utilities to identify an initial list of projects that fit the eligibility requirements. From the initial list, several projects were selected as "preferred" because they most closely met the eligibility requirements and achieved a combined total of \$15 million. The preferred projects are listed on the following page:

Water Utility

Water Plant Upgrades	\$4.5 million
Downtown Water Tower	\$6.0 million
Drain 27 Improvements	\$2.0 million

Wastewater Utility

Wastewater Plant Centrifuge Equipment	\$2.5 million
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TOTAL **\$15.0 million**

Please be advised that each of these projects have been included in the respective water and wastewater near term Capital Improvements Plans (CIPs). A copy of the formal application to the BND has been attached for your reference.

Your consideration in this matter is greatly appreciated.

Sincerely,



Bruce P. Grubb
City Administrator

C: Michael Redlinger, Assistant City Administrator
Kent Costin, Finance Director
Troy Hall, Water Utility Director
Jim Hausauer, Wastewater Utility Director

Suggested Motion:

Approve the attached application to the Bank of North Dakota for a loan under the Infrastructure Revolving Loan Fund program.

Bruce Grubb

From: Carissa Richter <carissa@ndlc.org>
Sent: Monday, April 17, 2017 10:26 AM
Subject: BND Infrastructure Revolving Loan Fund program implementation with passage of SB2178

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.



Memorandum

From: Eric Hardmeyer, President/CEO Bank of North Dakota
To: Local Governmental Subdivisions in North Dakota
Date: April 5, 2017
RE: BND Infrastructure Revolving Loan Fund program implementation with passage of SB2178

The North Dakota Legislature passed SB 2178 and it was signed by Governor Burgum March 22, 2017. This law modifies the Infrastructure Revolving Loan Fund administered by BND to include repair and replacement of water or wastewater treatment plants; sewer, storm sewer and water lines; transportation infrastructure and curb and gutter construction. After June 30, 2017, all communities and counties in North Dakota will be eligible to apply for a loan.

Ineligible uses

The following uses are not eligible for financing through this fund: refinancing existing debt; funding for airport infrastructure projects; modifying diversion channels, tieback levees; flood control structures or building construction other than structures integral to the approved uses of the fund.

Loan terms

Approximately \$100,000,000 of the total program funds are available. The cumulative amount of loans to a community or county remains at \$15,000,000; the interest rate is 2% and the loan term is up to 30 years.

2017 Application period deadlines

The rolling application period will open July 17, 2017 to all cities and counties in North Dakota and close July 28 at 5pm CT. We expect this will enable cities and counties to secure funding for projects in the 2017 construction season.

Cities and counties that anticipate applying for a loan during the July application period are strongly encouraged to contact BND in the near future to review project ideas. Cities and counties that received surge funding in 2015 may submit applications prior to July 17 with the understanding it will not be considered until that time.

Use of other funds

The intent of the BND Infrastructure Revolving Loan Fund is to work cooperatively with other state and federal funding sources available to communities and counties. This issue was also discussed during the legislative process as a way to stretch available funding in the revolving loan program. In reviewing applications with the North Dakota Public Finance Authority, Department of Transportation and the Department of Health, BND will take into consideration timing and the opportunity to maximize funding sources.

Application information

We look forward to working with you. If you have questions regarding the process or timeframes, please call Kelvin Hullet at 701 328 5689. You are encouraged to let us know by email at klhullet@nd.gov or by phone if you plan to submit an application.

**Sixty-fifth Legislative Assembly of North Dakota
In Regular Session Commencing Tuesday, January 3, 2017**

SENATE BILL NO. 2178
(Senators Schaible, Luick, Oehlke)
(Representatives Carlson, D. Johnson, Schmidt)

AN ACT to amend and reenact section 6-09-49 of the North Dakota Century Code, relating to the infrastructure revolving loan fund; and to declare an emergency.

BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

SECTION 1. AMENDMENT. Section 6-09-49 of the North Dakota Century Code is amended and reenacted as follows:

6-09-49. Infrastructure revolving loan fund - Continuing appropriation.

1. The infrastructure revolving loan fund is a special fund in the state treasury from which the Bank of North Dakota shall provide loans to political subdivisions for essential infrastructure projects. The Bank shall administer the infrastructure revolving loan fund. The maximum term of a loan made under this section is thirty years. A loan made from the fund under this section must have an interest rate that does not exceed two percent per year.

- a. New or replacement of existing water treatment plants; new
- b. New or replacement of existing wastewater treatment plants; new
- c. New or replacement of existing sewer lines and water lines; and new
- d. New or replacement of existing storm water and transportation infrastructure, including curb and gutter construction.

3. In processing political subdivision loan applications under this section, the Bank shall calculate the maximum loan amount for which a qualified applicant may qualify, not to exceed fifteen million dollars per loan. The Bank shall consider the applicant's ability to repay the loan when processing the application and shall issue loans only to applicants that provide reasonable assurance of sufficient future income to repay the loan.

4. The Bank shall deposit in the infrastructure revolving loan fund all payments of interest and principal paid under loans made from the infrastructure revolving loan fund. The Bank may use a portion of the interest paid on the outstanding loans as a servicing fee to pay for administrative costs which may not exceed one-half of one percent of the amount of the interest payment. All moneys transferred to the fund, interest upon moneys in the fund, and payments to the fund of principal and interest are appropriated to the Bank on a continuing basis for administrative costs and for loan disbursement according to this section.

5. The Bank may adopt policies and establish guidelines to administer this loan program in accordance with the provisions of this section and to supplement and leverage the funds in the infrastructure revolving loan fund. Additionally, the Bank may adopt policies allowing participation by local financial institutions.

SECTION 2. EMERGENCY. This Act is declared to be an emergency measure.

Carissa Richter

ND League of Cities | *Member Services and Office Manager*
410 E Front Ave | Bismarck, ND 58504
701-223-3518 800-472-2692

**NEW INFRASTRUCTURE LOAN FUND APPLICATION**

BANK OF NORTH DAKOTA
LENDING-AG/COMMERCIAL
SFN 60935 (09-2015)

Political Subdivision City of Fargo		Date of Application 6/15/2017	
Address 200 3rd Street North	City Fargo	State ND	ZIP Code 58102
Tax Identification (ID) Number 45-6002069	Construction Start Date 10/1/2017	Construction End Date 9/30/2019	
Contact Person Bruce Grubb	Contact Email Address bgrubb@cityoffargo.com	Contact Telephone Number (701) 241-1553	
Project Engineer Apex Engineering and AE2S	Engineer Email Address	Engineer Telephone Number	
Type of Project <input checked="" type="checkbox"/> Water/Sewer <input type="checkbox"/> Road/Street <input type="checkbox"/> Other, specify:			
Summary of Request The request is for one wastewater system project and three water system projects due to recent regionalization efforts. Fargo and West Fargo entered a regional water service agreement in 2016 and a regional wastewater service agreement in 2017.			

Source and Use of Funds

Sources of Funds	Amount	Sources of Funds	Amount
A. BND Infrastructure Loan Request	\$ 15,000,000	C.	\$
B.	\$	D.	\$
Specify all funding sources for this project: Local, State, and/or Federal Funds (i.e. USDA, SRF, etc.)			Total \$ 15,000,000

Use of Funds	Source A	Source B	Source C	Source D
Engineering and Construction	\$ 15,000,000	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
TOTAL	\$ 15,000,000	\$	\$	\$

Note: List high level categories in the Use of Funds (i.e. Use of Funds = Engineering Fees, Construction, Materials, etc.). Also attach a complete description of the use of the funds (Exhibit D).

Repayment

Primary Source of Repayment

Revenue from water and wastewater user fees and infrastructure sales tax.

NOTE: THE FOLLOWING EXHIBITS MUST BE COMPLETED WHERE APPLICABLE.

1. Attach completed Appendix A for Road Projects or Appendix B for Water Projects. Label as **Exhibit A**.
 - Road/Street Projects also include sidewalks, street lights, signage, etc.
 - Water/Sewer/Storm Sewer Projects may include new construction/infrastructure
 - Other - Contact BND Loan Officer Joel Erickson (701) 328-5776
2. Have you fully investigated all funding options i.e. CDBG, Rural Development, State Revolving Fund, State Water Commission, DOT, etc.?
☐ No ☒ Yes If yes, provide results (i.e. refusal letter, approval letter, etc.). Label as **Exhibit B**.
3. Provide a Purpose and Need narrative not to exceed 1,000 words. Label as **Exhibit C**.
4. Provide complete description of the use of funds. Label as **Exhibit D**.
5. For Water/Sewer projects, if required to provide additional information. Label as **Exhibit E**.

Project Scoring Information

- 0-40 Health and Safety
- 0-40 Economic Impact
- 0-20 Ability to Leverage Other Financing Options

Important Information About Procedures for Opening a New Account

To help the federal government fight the funding of terrorism and money laundering activities, Section 326 of the USA PATRIOT Act¹ requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account (checking, savings, certificates of deposit, loans, safekeeping services, trust services, etc.).

What this means for you:

- When you open an account or request certain services, we will ask for your name, address, date of birth, identification number such as your Social Security Number or Tax Identification Number, and other information that will allow us to identify you.
- We may also ask to see your driver's license or other identifying documents.

The principal purpose and routine uses of this information are to verify your identity, provide for the servicing of your account or loan, including communications with consumer reporting agencies, and in the event it is necessary, to locate you and collect on your loan(s). Providing any requested information is mandatory in order to open the account or receive the requested service. We will not be able to open your account or grant the service if the requested information is not provided.

In all cases, protection of our customers' identity and confidentiality is the Bank's pledge to you.

¹ This notice also satisfies our obligations under the Privacy Act of 1974.

Acknowledgment and Agreement

The undersigned specifically acknowledge(s) that: (1) verification or re-verification of any information contained in the application may be made at any time by the Lender, its agents, successors, and assigns, either directly or through a credit reporting agency, from any source named in this application, and the original copy of this application will be retained by the Lender, even if the loan is not approved; (2) the Lender, its agents, successors and assigns will rely on the information contained in the application and I/We have a continuing obligation to amend and/or supplement the information provided in this application if any of the material facts which I/We have represented herein should change prior to closing; (3) in the event my/ our payments on the loan indicated in this application become delinquent, the Lender, its agents, successors, and assigns, may, in addition to all their other rights and remedies, report my/our name(s) and account information to a credit reporting agency.

The applicant hereby makes application to the Bank of North Dakota for a BND Infrastructure Loan in accordance with the provisions of the North Dakota Century Code 6-09-49.

Political Subdivision City of Fargo	
Name of Representative Steve Sprague	
Title of Representative City Auditor	
Signature of Representative	Date 6/15/2017

EXHIBIT A

Water/Sewer Project Scoping Worksheet

(Please refer to attached APPENDIX B)

APPENDIX B

WATER/SEWER PROJECT SCOPING WORKSHEET

(Includes water, sewer, storm sewer, etc.)

City Fargo	Location Within water and wastewater regional service areas
County Cass	Length 0
Proposed Improvement 1. Wastewater Treatment Plant centrifuge to provide additional treatment capacity to serve West Fargo 2. Water Tower in the downtown area to improve distribution system performance and increase reserve fire flow storage 3. Existing Water Treatment Plant upgrades to provide additional ozone treatment capacity to serve West Fargo 4. Water supply channel to deliver Sheyenne River water to the Water Treatment Plant for regional water supply reliability	

Water Quality and Quantity

Is one of the purposes of your project to correct ongoing and unresolved water quality problems that your system is experiencing?

☒ No ☐ Yes If yes, detailed information concerning the water quality problems, as well as how the project will solve the problems, must be given in an attachment. Such information must include an estimate of the maximum water (in gallons per day) presently available to residential users served by your system.

Infrastructure Adequacy

From the list below, indicate with an 'X' which infrastructure needs that your project is intended to address (applies to your system only). A complete description of each problem, along with an explanation of how the project will solve the problem, must be attached.

Check, if applicable

	Drinking Water	Sanitary Sewer	Storm Sewer
Underground pipes and appurtenances			
Pumping or storage structures	X		
Treatment plant operating at or above design capacity. The following information must be attached: design capacity; water production rates required to meet present demands (summer and winter); projected water production rates required to meet future demands (summer and winter); and, hours per day presently operates (summer and winter).	X	X	
For systems relying solely on their own groundwater supply, provision of a second well <u>where only one functional well exists</u> .			
Source facility	X		
Discharge facility		X	

Total Current Population (including bulk users served by the master meter) 129,000	Total Population (after project completion) 154,000
Total Service Connections (current) 33,100	Total Service Connections (after project completion) 44,300

NOTE: Consider users within your municipality such as individually metered residences, schools, businesses, campgrounds, and rest areas as one service connection. Include the number of residential service connections within bulk users served by master meter such as trailer courts and subdivisions. Do NOT include users and associated service connections that you supply water to OUTSIDE of your municipality (if any).

Total Service Connections (supplying water OUTSIDE of municipality) 1,109	Total Connections Outside of Municipality (after project completion) 2,600
--	---

NOTE: Consider users outside of your municipality such as households, schools, businesses, campgrounds, and rest areas as one service connection. Include the number of service connections WITHIN bulk users served outside of your municipality by master meter such as subdivisions, trailer courts, other municipalities, and regional or rural water systems. Detailed information must be attached documenting the user types and service connection number for all users served outside of the municipality.

Residential Base Rate - Water (current) \$ 17.50	Residential Base Rate - Water (after project completion) \$ 17.50
Residential Base Rate - Sewer (current) \$ 16.00	Residential Base Rate - Sewer (after project completion) \$ 16.00

Project Life Expectancy (number of years) 20-30 years
--

Additional Remarks

<p>The importance of these projects has increased due to recent efforts to regionalize water and wastewater infrastructure facilities in our area. Fargo and West Fargo began a water service agreement in 2016 and a wastewater service agreement in 2017. The Fargo water treatment plant currently serves West Fargo and the Cass Rural Water Users District. The Fargo wastewater treatment plant currently serves the Southeast Cass rural sewer system and the Cities of Oxbow, Reile's Acres and Harwood. In 2018, wastewater service will begin to the Cities of Horace and West Fargo.</p>

Project Engineer Jim Hausauer, Wastewater Utility Director and Troy Hall, Water Utility Director

Date 6/15/2017

EXHIBIT B

Other Funding Options

CDBG – not eligible

Rural Development – not eligible

State Revolving Fund (SRF) – not eligible due to quick timeline. Construction will start in late 2017, current schedule for SRF Intended Use Plan is January 2018.

State Water Commission (SWC) – SWC does not provide funding for wastewater treatment projects.

Department of Transportation (DOT) – DOT does not provide funding for wastewater treatment projects.

EXHIBIT C

Purpose and Need

- **Wastewater Treatment Plant (WWTP) - Centrifuge**

The purpose of this project is to install centrifuge equipment at the WWTP to allow Fargo to accommodate flow from West Fargo and other regional customers. A number of treatment alternatives were considered prior to approving a wastewater service agreement with West Fargo. The alternatives considered included utilization of the existing wastewater lagoons, adding a scalping plant and adding recirculation thickening.

The recirculation thickening centrifuge was selected as the preferred option. It has the lowest capital cost, the highest value for repurposing the equipment and is the simplest to operate and maintain. Presently, the recirculation of solids from the trickling filter clarifiers to the WWTP headworks is a major contributor of both total suspended solids (TSS) and biochemical oxygen demand (BOD) loading. If the need for solids recirculation could be eliminated, it would allow the WWTP to accept all of West Fargo's wastewater flow. The addition of centrifuge equipment at the WWTP would eliminate the need for solids recirculation by thickening the solids and conveying them directly to the primary digesters.

A recirculation thickening centrifuge was previously sized during a 2013 WWTP Facility Plan study (Phase II) and included a corresponding engineer's estimate. The estimated cost for design and installation of the centrifuge equipment is \$2.5 million.

- **Drinking Water Distribution System – Downtown Water Tower Construction**

The purpose of this project is to construct a new water tower in the downtown area of Fargo. The water tower will improve the performance and reliability of the water distribution system and add reserve water storage for fire protection and other emergencies.

Two studies were conducted to assess the condition of three existing water towers near downtown Fargo. The three existing water towers are the oldest in Fargo and relatively close to one another. Under a 50-year life cycle analysis, the studies showed it is the most cost effective to replace the three existing water towers with a single, larger water tower. This will save water customers about \$3 million during the 50-year life cycle period and improve the performance of the water distribution system. The estimated cost for design and construction of the new water tower is \$6.0 million.

- **Drinking Water Treatment Plant – Ozone System Improvements**

The purpose of this project is to update the ozone treatment processes at the existing Water Treatment Plant (WTP). The existing ozone treatment equipment is in need of rehabilitation after 20-years of continuous operation in a harsh chemical environment. Since the existing WTP became operational in 1997, improved ozone technology is now available together with increase knowledge related to ozone chemistry. This project will address existing problems through the installation of newer technology and

ozone treatment methods. The result will be an increase in water quality reliability for Fargo, West Fargo and other regional water customers.

In 2015, a study was conducted to assess the condition of the existing ozone treatment system. The study showed that some of the ozone piping is in poor condition and is unlikely to provide not adequate system performance in the future. In addition, the study found that some of the current ozone equipment has been relatively high maintenance and poses employee safety concerns. A One of the study objectives was to evaluate possible solutions to correct these issues. Three alternatives for ozone system improvements were developed as part of the study. A Kepner-Tregoe (K-T) Decision Analysis was used to select a preferred alternative for ozone system improvements. The K-T analysis helped ensure the preferred alternative provided best overall value to the WTP. The estimated cost for design and construction of the ozone system improvements is \$4.5 million.

- **Drinking Water Supply System – Raw Water Channel Construction**

The purpose of this project is to provide adequate conveyance infrastructure to deliver water from the Sheyenne River to the Water Treatment Plant (WTP). This project will involve construction of a channel from the Sheyenne River to Drain 27 in south Fargo. Drain 27 would then deliver the water to the Red River near the WTP intake. The new channel will be constructed with sufficient capacity to support higher flows to the WTP. The new channel will also provide sufficient capacity for a future Red River Valley Water Supply Project (RRVWSP). The result will be an increase in water supply reliability for Fargo, West Fargo and other regional water customers.

Currently, the Fargo water supply system has a pump station at the Sheyenne River with a 30-inch pipe connected to the WTP. However, the capacity of these facilities is limited to about 15 million gallons per day (MGD). This is sufficient to meet current “average” water demands of 13.5 MGD (with the addition of West Fargo), but not sufficient for “peak” water demands under dry conditions. Installation of a second, large diameter pipe from the Sheyenne River to the WTP would be approximately nine miles and be extremely costly and difficult to construct. A new channel from the Sheyenne River to Drain 27 would be approximately one mile at a much lower cost than a nine mile pipeline. The estimated cost for design and construction of a new channel is \$2.0 million.

EXHIBIT D**Use of Funds**

- Wastewater Treatment Plant (WWTP) - Centrifuge**

Item Description	Cost
Mobilization, Bond, Insurance	\$ 157,000
Centrifuge	\$ 1,076,400
Precast Building	\$ 170,000
Sludge Pumping, Piping, Fittings and Valves	\$ 37,000
Electrical	\$ 85,000
Plumbing and HVAC	\$ 40,000
Trickling Filter Distributor	\$ 200,000
Sludge Forcemain	\$ 67,500
Blend Tank and Mixer	\$ 26,600
Contingency (5%)	\$ 93,000
Engineering and Professional Fees	\$ 547,500
Estimate Total	\$ 2,500,000

- Drinking Water Distribution System – Downtown Water Tower Construction**

Item Description	Cost
Tower Construction	\$ 3,921,000
Pile Foundation	\$ 300,000
Electrical	\$ 150,000
Site and Interior Piping	\$ 100,000
Site Work	\$ 197,000
Containment	\$ 360,000
Contingency (6%)	\$ 301,260
Legal and Admin	\$ 150,000
Design Phase Engineering	\$ 120,000
Bidding	\$ 25,000
Construction Phase Engineering	\$ 100,000
Construction Phase Observation	\$ 50,000
Construction Welding/Coating Inspection	\$ 150,000
Field I&C	\$ 50,000
Warranty (with inspection)	\$ 25,000
Estimate Total	\$ 5,999,260

- Drinking Water Treatment Plant – Ozone System Improvements**

Item Description	Cost
Feed Gas Preparation	\$ 28,000
Cooling and Connection to Chiller	\$ 28,000
Ozone Generation	\$ 1,000,000
Dissolution System	\$ 350,000
Carbon Dioxide System	\$ 26,000
Ozone Distruct	\$ 35,000
Installation	\$ 500,000
Mechanical	\$ 350,000
Electrical	\$ 250,000
Instrumentation and Controls	\$ 200,000
Contract Modifications	\$ 349,500
ELA (15%)	\$ 415,050
Contingency (35%)	\$ 968,450
Estimate Total	\$ 4,500,000

- Drinking Water Supply System – Raw Water Channel Construction**

Item Description	Cost
Bonding	\$ 35,000
Mobilization	\$ 120,000
Erosion Control	\$ 95,000
On-site Water Management	\$ 65,000
60" RCP FES	\$ 6,800
60" RCP Class III	\$ 34,300
Remove and Mill Existing Asphalt	\$ 6,800
54" RCP FES	\$ 6,200
54" RCP Class III	\$ 48,300
54" Flap Gate	\$ 10,000
Common Excavation	\$ 220,000
Common Embankment	\$ 12,000
Excavation Haul Out	\$ 150,000
Seeding	\$ 18,400
Erosion Control	\$ 220,800
Turf Replacement	\$ 165,800
Riprap	\$ 2,000
Contingency (30%)	\$ 361,770
Section 404 Permitting (5%)	\$ 60,295
Enginerring, Legal and Admin (30%)	\$ 361,770
Estimate Total	\$ 2,000,235

Total Funding Package – All Proposed Projects

The total cost of all projects proposed for the Water and Wastewater Systems in Fargo is \$15,000,000. With a loan of \$15,000,000, the annual payments would be approximately as follows:

\$669,749 approximate 30 year payback

The City of Fargo would have the ability to pay back the loan through utility rates and infrastructure sales tax.

EXHIBIT E

Additional Information

(Additional information regarding these projects is available upon request)

June 12, 2017

The Honorable Board of City Commissioners
City of Fargo
200 North Third Street
Fargo, ND 58102

RE: RFP for Skid Steer RFP17152

Commissioners:

On May 26, 2017, proposals were received from three vendors for one (1) skid steer.

The results were as follows:

<u>Firm</u>	<u>Total per unit</u>
Titan Machinery	\$36,100.00
Swanston Equipment	\$38,799.00
RDO Equipment	\$39,999.00

The review committee consisting of Terry Schmidt, Mark Williams, and Allan Erickson determined that the proposal submitted by Titan Machinery met all of the required specifications. Our recommendation is to award to Titan Machinery for the amount of \$36,100.00. Funding for this project is included in the 2017 Water Mains/Hydrant budget.

SUGGESTED MOTION:

Approve the recommendation to purchase one Case 320E from Titan Machinery for the total amount of \$36,100.00.

Respectfully Submitted,

Allan Erickson
Fleet Management Specialist

Request for Proposals (RFP)
Skid Steer
 5/26/17

Proposal Evaluation Summary

	Swanston Equipment	RDO Equip	Titan Machinery
Body Manf Model	Bobcat S650	John Deere 320E	Case SV185
Package	\$38,799.00	\$39,999.00	\$36,100.00
Trade#1			
Trade#2			
Trade#3			
Trade#4			
Trade#5			
Total	\$38,799.00	\$39,999.00	\$36,100.00
Est. Delivery	1	100	100
2yr/2000	1126 3yr/2000	620	0

June 7, 2017

The Honorable Board of City Commissioners
City of Fargo
200 North Third Street
Fargo, ND 58102

RE: RFP for a Used Motor grader and Wing RFP17154

Commissioners:

On May 26, 2017, proposals were received for one (1) Used Motor grader and Wing. Four proposals were submitted by three separate vendors.

The results were as follows:

<u>Firm</u>	<u>Price</u>
RDO Equipment 772G	\$198,200.00
Butler Machinery 772G	\$109,925.00
Butler Machinery 140M	\$110,960.00
Swanston Equipment G946	\$42,700.00

The review committee, consisting of Ben Dow, Allan Erickson and Mark Williams, determined that all proposals were compliant. One vendor met all required specifications and had the lowest proposed price. A 3-year lease quote was also requested from the low cost proposer. Three equal payments of \$14,660 was submitted from CapFirst Equipment Finance, Inc.

Our recommendation is to purchase based on the proposal from Swanston Equipment.

SUGGESTED MOTION:

Approve the recommendation to lease purchase one (1) Used Motor grader and Wing from CapFirst Equipment Finance.

Respectfully Submitted,


Allan Erickson
Fleet Management Specialist

Request for Proposals (RFP)
Motorgrader RFP Results
5/26/17

Proposal Evaluation Summary

	Swanston Equipment	RDO Equip	Butler Machinery	Butler Machinery
Body Manf Model	Volvo 946	John Deere 772G	Cat 140M	John Deere 772G
Package	\$88,700.00	\$237,200.00	\$150,710.00	\$149,675.00
Trade#1	-\$27,000.00	-\$26,000.00	-\$22,000.00	-\$22,000.00
Trade#2	-\$6,000.00		-\$4,250.00	-\$4,250.00
Trade#3	-\$10,000.00	-\$13,000.00	-\$13,500.00	-\$13,500.00
Trade#4	-\$3,000.00			
Total	\$42,700.00	\$198,200.00	\$110,960.00	\$109,925.00

Invoice Date: 6/15/2017

Remit To:

CAPFIRST EQUIPMENT FINANCE, INC.
4165 30th Ave S
Suite 100
Fargo, ND 58104

Invoice to:

CITY OF FARGO, NORTH DAKOTA
Attn: Steven Sprague
200 3rd St N
Fargo, ND 58102

LEASE#	AMOUNT
40000464	
First Advance Payment:	\$14,660.00
Doc Fee	\$150.00
Total Amount Due:	\$14,810.00



4165 30th Ave S Suite 100
Fargo, ND 58104

June 8, 2017

City of Fargo, North Dakota
Attn: Steven Sprague, City Auditor
200 3rd St N
Fargo, ND 58102

RE: Lease with Option to Purchase Agreement No. 40000464

Dear Mr. Sprague:

Enclosed please find the following documentation for the lease of the Street Sweeper:

- Invoice for the documentation fee and first lease payment
- Lease with Option to Purchase Agreement No. 40000464
- Exhibit A - Equipment Description
- Exhibit B - Rental Payments
- Exhibit C - Certificate of Acceptance
- Exhibit D - Resolution
- Insurance Coverage Information
 - Please fill in the name and address of your insurance agent where indicated. It is important that you request a certificate of insurance be forwarded to our office just as soon as possible.
- Certificate of Incumbency
- 8038-G -- We will take care of filing this form with the IRS. Please sign both originals where indicated in **blue ink**.

Please sign and seal all documents where indicated and return all of the executed documents along with a check for \$14,810.00 to my attention. You can reach me at (701) 639-7209 if you have any other questions pertaining to the documentation. Thank you.

Sincerely,
CapFirst Equipment Finance, Inc.

A handwritten signature in blue ink, appearing to read 'David Suppes', written over a horizontal line.

David Suppes
Vice President

EXHIBIT B

SCHEDULE OF RENTAL PAYMENTS

Lessee: CITY OF FARGO, NORTH DAKOTA
 200 3rd St N
 Fargo, ND 58102

Date of Lease: June 15, 2017
 Lease #: 40000464

RENTAL PAYMENTS

Rental Payment Date	Rental Payment	Interest	Principal	Purchase Option Price*
06/15/2017	14,660.00	0.00	14,660.00	28,438.00
06/15/2018	14,660.00	849.11	13,810.89	14,372.00
06/15/2019	14,660.00	430.89	14,229.11	0.00

*After payment of Rental Payment due on such date.

EXHIBIT A

EQUIPMENT

Lessee: CITY OF FARGO, NORTH DAKOTA
 200 3rd St N
 Fargo, ND 58102

Date of Lease: June 15, 2017
 Lease #: 40000464

The Equipment which is the subject of the attached Lease with Option to Purchase Agreement is as follows:

Installation Site: 200 3rd St N, Fargo, ND 58102

QTY.	SERIAL NO.	DESCRIPTION
1	525326	2011 VOLVO G946 GRADER

Description of Financed Amount:

Cost of above Equipment	\$88,700.00
Cost of related charges:	
Transportation	\$ N/A
Physical Modifications (specify)	\$ N/A
Other (Specify)	\$ N/A
Add: Sales or other tax, if applicable	\$ N/A
Less: Trade - In, if applicable	\$46,000.00
Net Financed Amount:	\$42,700.00

June 15, 2017

The Honorable Board of City Commissioners
City of Fargo
200 North Third Street
Fargo, ND 58102

RE: RFP for Rubber Tire Backhoe RFPXXXXXX

Commissioners:

On May 5, 2017, proposals were received from four vendors for one (1) Rubber Tire Backhoe.

The results were as follows:

<u>Firm</u>	<u>Total per unit</u>
Titan Machinery	\$77,400.00
Butler Machinery	\$85,100.00
RDO Equipment	\$82,600.00
RDO Equipment	\$85,600.00
General Equipment	\$85,525.00

The review committee consisting of Terry Schmidt, Mark Williams, and Allan Erickson determined that the proposal submitted by RDO Equipment met all of the required specifications. Our recommendation is to award to RDO Equipment for the amount of \$85,600.00. Funding for this project is included in the 2017 Water Mains/Hydrant budget.

SUGGESTED MOTION:

Approve the recommendation to purchase one John Deere 310SL from RDO Equipment for the total amount of \$85,600.00.

Respectfully Submitted,

Allan Erickson
Fleet Management Specialist

Request for Proposals (RFP)
Rubber Tire Backhoe
 May 10, 2017

Proposal Evaluation Summary

	Titan Machinery	Butler Equipment	RDO Equipment	RDO Equipment	General Equipment
MANUFACTURER MAKE MANUFACTURER MODEL	Case 580SN	Cat 416F2	John Deere 310L	John Deere 310SL	JCB 3CX-14 super
Equipment	\$77,400.00	\$85,100.00	\$82,600.00	\$85,600.00	\$85,525.00
Total	\$77,400.00	\$85,100.00	\$82,600.00	\$85,600.00	
3yr warrenty	\$ 1,024.00	\$ 1,800.00	\$ 1,332.00	\$ 1,546.00	\$ 2,000.00



OFFICE OF THE CITY ADMINISTRATOR
Bruce P. Grubb

June 15, 2017

MEMORANDUM

To: Board of City Commissioners
From: Bruce P. Grubb, City Administrator *BPG*
Re: City Hall Construction – General Contract Change Order (#6 and #7)
 Electrical Contract Change Order (#3)

Attached, please find copies of three change orders associated with the individual prime contracts for the City Hall construction project. Descriptions of each change order and the associated dollar amounts are shown below:

General Contract

Change Order #6 ***\$45,463.00***

- Revision to the exterior façade of the Commission Chambers.
- Remove all windows and replace with Pre-Fin metal wall panels.
- For reasons of Commission Chambers security and meeting televising ability.

Change Order #7 ***\$61,866.00***

- Add a new downstream “defender” storm water treatment manhole.
- Extend water main and add hydrant.
- Reroute existing roof drains from Civic Center to 3rd Ave. N. storm sewer to avoid new conduit runs for transformer and generator.

Electrical Contract

Change Order #3 ***(\$3,341.00)***

- Reduction in the disconnect fuse sizes from 800 amp to 600 amp resulting in a voltage revision of the UPS.

With approval of the above referenced change orders, an updated summary of the construction contracts would be as follows:

PROJECT SUMMARY					
Contract	Contractor	Original Bid	Change Orders	Current Amount	% Change
General	Olaf Anderson	\$16,442,900	\$598,246	\$17,041,146	3.64%
Mechanical	Robert Gibb	\$3,447,000	\$66,092	\$3,513,092	1.92%
Electrical	Sun Electric	\$2,607,000	\$12,416	\$2,619,416	0.48%
Total		\$22,496,900	\$676,754	\$23,173,654	3.01%

Similarly, a summary of the overall project budget would be as follows:

BUDGET SUMMARY			
Budget Category	Original Total	Current Total	Paid To-Date
City Hall Construction	\$22,000,000	\$23,173,654	\$7,352,761
FF&E	\$1,775,000	\$1,775,000	\$0
Centennial Hall Demo	\$600,000	\$772,468	\$772,468
Professional Fees	\$1,400,000	\$1,473,562	\$1,473,562
Contingency	\$1,940,767	\$521,083	NA
Total	\$27,715,767	\$27,715,767	\$9,598,791

Your consideration in this matter is greatly appreciated.

Suggested Motion:

Approve the following change orders associated with the City Hall construction project:

Olaf Anderson	Change Order #6 in the amount of \$45,463
Olaf Anderson	Change Order #7 in the amount of \$61,866
Sun Electric	Change Order #3 in the amount of (\$ 3,341)

C: Mike Redlinger, Assistant City Administrator
 Kent Costin, Finance Director
 Erik Johnson, City Attorney
 Terry Stroh, TL Stroh Architects

City Hall Construction Report - Contractor Progress Payments (6/15/17)

Contract	Contractor	Bid Amount	Change Orders	Present Amount	Paid To-date	Balance
General	Olaf Anderson	\$ 16,442,900	\$ 598,246	\$ 17,041,146	\$ 6,521,355	\$ 10,519,791
Mechanical	Robert Gibb	\$ 3,447,000	\$ 66,092	\$ 3,513,092	\$ 553,278	\$ 2,959,814
Electrical	Sun Electric	\$ 2,607,000	\$ 12,416	\$ 2,619,416	\$ 278,128	\$ 2,341,288
Total		\$ 22,496,900	\$ 676,754	\$ 23,173,654	\$ 7,352,761	\$ 15,820,893

PROJECT BUDGET SUMMARY

Budget Category	Original Total	Current Total	Paid To-Date
City Hall Construction	\$ 22,000,000	\$ 23,173,654	\$ 7,352,761
FF&E	\$ 1,775,000	\$ 1,775,000	\$ -
Centennial Hall Demo	\$ 600,000	\$ 772,468	\$ 772,468
Professional Fees	\$ 1,400,000	\$ 1,473,562	\$ 1,473,562
Contingency	\$ 1,940,767	\$ 521,083	\$ -
Total Budget	\$ 27,715,767	\$ 27,715,767	\$ 9,598,791

CHANGE ORDER SUMMARY

General Contract		\$	598,246.00
#1	Addition of curtain wall windows.	\$	396,565.00
#2	Revisions to generator building to accommodate mechanical changes.	\$	3,260.00
#3	Removal of existing foundation that was not known prior to construction. Lower footings to accommodate underground piping. Connection of City Hall & Civic Center roof and sump drainage system to new storm sewer.	\$	26,160.00
#4	Provide additional point load to three joists per structural engineer.	\$	46,014.00
#5	Design revisions to third floor.	\$	18,918.00
#6	Commission chamber revisions to remove windows and replace with Pre-Fin metal wall panels for televising clarity and security.	\$	45,463.00
#7	Add a new downstream storm sewer defender manhole, water main extension and hydrant, reroute storm sewer to avoid transformer/conduits.	\$	61,866.00

Mechanical Contract		\$	66,094.00
#1	Addition of sump pits and domestic water service.	\$	13,222.00
#2	Pricing reduction for control dampers.	\$	(4,100.00)
#3	Design revisions to third floor and HVAC modifications.	\$	36,016.00
#4	Omit finned tube radiation, add CO/NO2 monitors and VFD	\$	20,956.00
Electrical Contract		\$	12,416.00
#1	Relocate emergency generator for City Hall and Civic temporary power.	\$	12,960.00
#2	Design revisions to third floor.	\$	2,797.00
#3	Revise voltage of UPS to 480V in lieu of 208V.	\$	(3,341.00)



Document G701™ – 2001

Change Order

PROJECT (Name and address):	CHANGE ORDER NUMBER: Gen#006	OWNER: <input checked="" type="checkbox"/>
Fargo City Hall	DATE: 5/17/17	ARCHITECT: <input checked="" type="checkbox"/>
Fargo, ND		CONTRACTOR: <input checked="" type="checkbox"/>
TO CONTRACTOR (Name and address):	ARCHITECT'S PROJECT NUMBER: 2015.49	FIELD: <input type="checkbox"/>
Olaf Anderson Construction	CONTRACT DATE: 6/7/16	OTHER: <input type="checkbox"/>
PO Box 2766	CONTRACT FOR: General Construction	
Fargo, ND 58108		

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

PRG6: Revision to exterior façade of the Commission Chambers "E128". Revised exterior façade fenestration. Remove all windows that are W193 and replace with Pre-Fin Metal Wall Panels.
ADD \$45,463.00

The original Contract Sum was	\$	16,442,900.00
The net change by previously authorized Change Orders	\$	490,917.00
The Contract Sum prior to this Change Order was	\$	16,933,817.00
The Contract Sum will be increased by this Change Order in the amount of	\$	45,463.00
The new Contract Sum including this Change Order will be	\$	16,979,280.00

The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

T.L. Stroh Architects, Ltd

ARCHITECT (Firm name)

8 Seventh St. N., Fargo, ND 58102

ADDRESS

BY (Signature)

Terry L. Stroh

(Typed name)

5/17/17

DATE

Olaf Anderson Construction

CONTRACTOR (Firm name)

PO Box 2766, Fargo, ND 58108

ADDRESS

BY (Signature)

Jeffrey D. Furstenau

(Typed name)

05/19/17

DATE

City of Fargo

OWNER (Firm name)

200 3rd St. N., Fargo, ND 58102

ADDRESS

BY (Signature)

(Typed name)

DATE



CHANGE PROPOSAL NO: PR-G6

Date sent to Contractor:

12-14-16

PROPOSAL REQUEST (NOT A CHANGE ORDER)

PROJECT: Fargo City Hall
Fargo, North Dakota

To: Olaf Anderson Construction
P.O. Box 2766
Fargo, ND 58108-2766

Attn: Lyn Narum

The cost of the following changes in your contract on the above job is hereby requested, and this form shall be completed and returned to our office as soon as possible. A breakdown of your costs shall be attached. Make three (3) copies. Keep one return two to T. L. Stroh Architects. Wait until notification before doing this work.

DESCRIPTION OF THE PROPOSED CHANGES

Provide the cost to make revisions to the exterior facade of the Commission Chambers "E128" as described below.

- I. Revise exterior façade fenestration per attached drawings 1/A2.4, 3/A3.1, 3/A3.2, 4/A3.3, 2/A4.2, 4/A5.1
 - a. Adjust the location & number of the revised exterior design details.
 - II. Remove all windows that are "W-193" from Addendum #3
 - a. Replace with Pre-Fin Metal Wall Panels – Type 1 – See specs; per revised sheets.
- Encl.: Sheets A2.4, A3.1, A3.2, A3.3, A4.2 & A5.1.

All work shall be equal to contract specifications.

This will ADD \$ 45,463.00 to the contract price.

OR

~~This will DEDUCT \$ _____ from the contract price.~~

Sign for Contractor:

By: _____

Date: 1.26.17

Labor Breakdown (use additional sheets of necessary)				
Labor Classification:	# of People	Hours	Labor Rate/Hr	Labor Amount
CM	1	10	\$60.00	\$600.00
Olaf Carpentry Labor	1	345	\$55.00	\$18,975.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			Total Labor Costs:	\$19,575.00
Material Breakdown (use additional sheets of necessary)				
Material Description:	Quantity	Unit	Unit Cost	Materials Amounts
1/2 Sheating	1	LS	\$1,730.00	\$1,730.00
Dri-Design	1	LS	\$20,751.00	\$20,751.00
CMF	1	LS	\$1,069.00	\$1,069.00
Northern Woodwork	1	LS	\$0.00	\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Tax	7.50%			\$1,766.25
			Total Material Costs:	\$25,316.25
OTHER DIRECT COSTS (Subcontractors, Equipment, Travel, etc.)				
Description:	Quantity	Unit	Unit Cost	Other Cost Amounts
Miller & Son Drywall	1	LS	8100	\$8,100.00
Cullen Insulation	1	LS	2835	\$2,835.00
Red River Glazing	1	LS	-18540	-\$18,540.00
Trail Painting	1	LS	480	\$480.00
Fresh Look	1	LS	4600	\$4,600.00
				\$0.00
				\$0.00
				\$0.00
			Total Direct Costs:	-\$2,525.00
Summary of Costs				
1. Total Labor Costs.....	\$19,575.00			
2. Total Material Costs.....	\$25,316.25			
3. Total Other Direct Costs.....	-\$2,525.00			
4. Total Labor, Materials & Other Direct Costs.....			\$42,366.25	
5. Profit & Overhead (10 %) of Line 1.....			\$1,957.50	
6. Profit & Overhead (5 %) of Line 2.....			\$1,265.81	
7. Profit & Overhead (5%) of Line 3.....			-\$126.25	
8. Total Change Proposal Costs (lines 4, 5, 6 & 7).....			\$45,463.31	

RRG

Red River Glazing, Inc.
1416 41st Street NW
Fargo, ND 58102

Phone (701) 232-4717
Fax (701) 232-4633

CHANGE ORDER PROPOSAL

Date: 1/13/17
To: Olaf Anderson
Job Name: Fargo City Hall

INCLUSIONS
Materials, Tax, Freight & Labor

PRICE INCLUDES: Eliminate 12 windows (W-193) from commission chambers

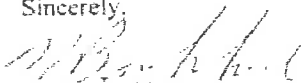
EXCLUSIONS
Final cleaning, Structural Calculations, Field testing,
& Temporary Enclosures

ALUMINUM MATERIAL.....\$3,682.00
GLAZING MATERIAL.....\$4,200.00
LABOR.....\$10,658.00
TOTAL DEDUCT..... DEDUCT..... **\$18,540.00**

Work covered under this change order will not commence until this change order is signed and received by our office. **THIS CHANGE ORDER IS ONLY VALID FOR 10 DAYS.**

Red River Glazing, Inc. standard terms and conditions are incorporated by reference as if fully written here in.

Sincerely,


Nolan Buckhouse
Red River Glazing, Inc.

Please sign and fax back.

Accepted Signature _____ Date _____
Declined Signature _____ Date _____



CHANGE PROPOSAL NO: PR-G6

Date sent to Contractor: 12-14-16

PROPOSAL REQUEST (NOT A CHANGE ORDER)

PROJECT: Fargo City Hall
Fargo, North Dakota

To: Olaf Anderson Construction
P.O. Box 2766
Fargo, ND 58108-2766

Attn: Lyn Narum

The cost of the following changes in your contract on the above job is hereby requested, and this form shall be completed and returned to our office as soon as possible. A breakdown of your costs shall be attached. Make three (3) copies. Keep one return two to T. L. Stroh Architects. Wait until notification before doing this work.

DESCRIPTION OF THE PROPOSED CHANGES

Provide the cost to make revisions to the exterior facade of the Commission Chambers "E228" as described below.

- I. Revise exterior façade fenestration per attached drawings 1/A2.4, 3/A3.1, 3/A3.2, 4/A3.3, 2/A4.2, 4/A5.1
 - a. Adjust the location & number of the revised exterior design details.
 - II. Remove all windows that are "W-193" from Addendum #3
 - a. Replace with Pre-Fin Metal Wall Panels – Type 1 – See specs; per revised sheets
- Encl.: Sheets A2.4, A3.1, A3.2, A3.3, A4.2 & A5.1.

All work shall be equal to contract specifications.

This will ADD \$_____ to the contract price

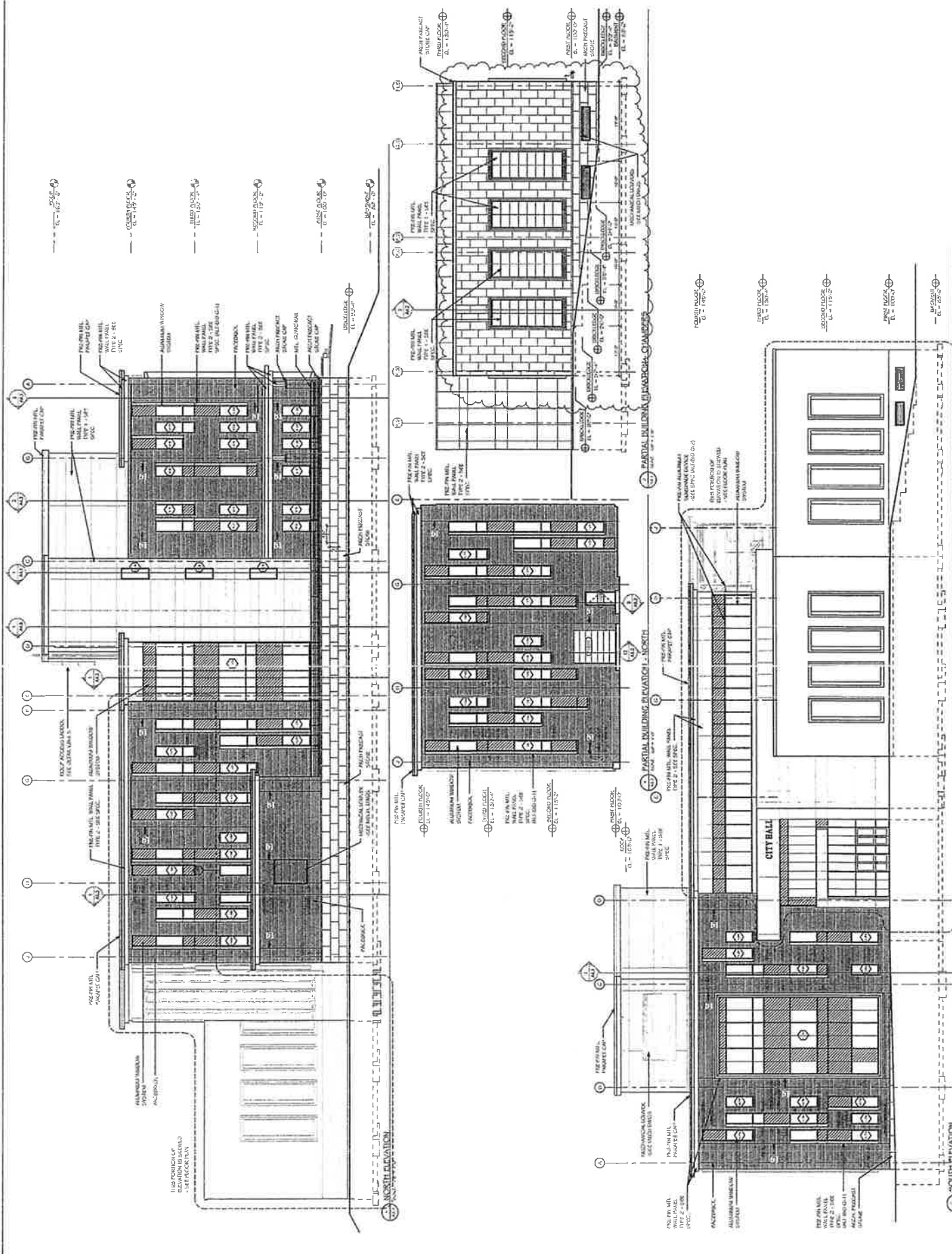
OR

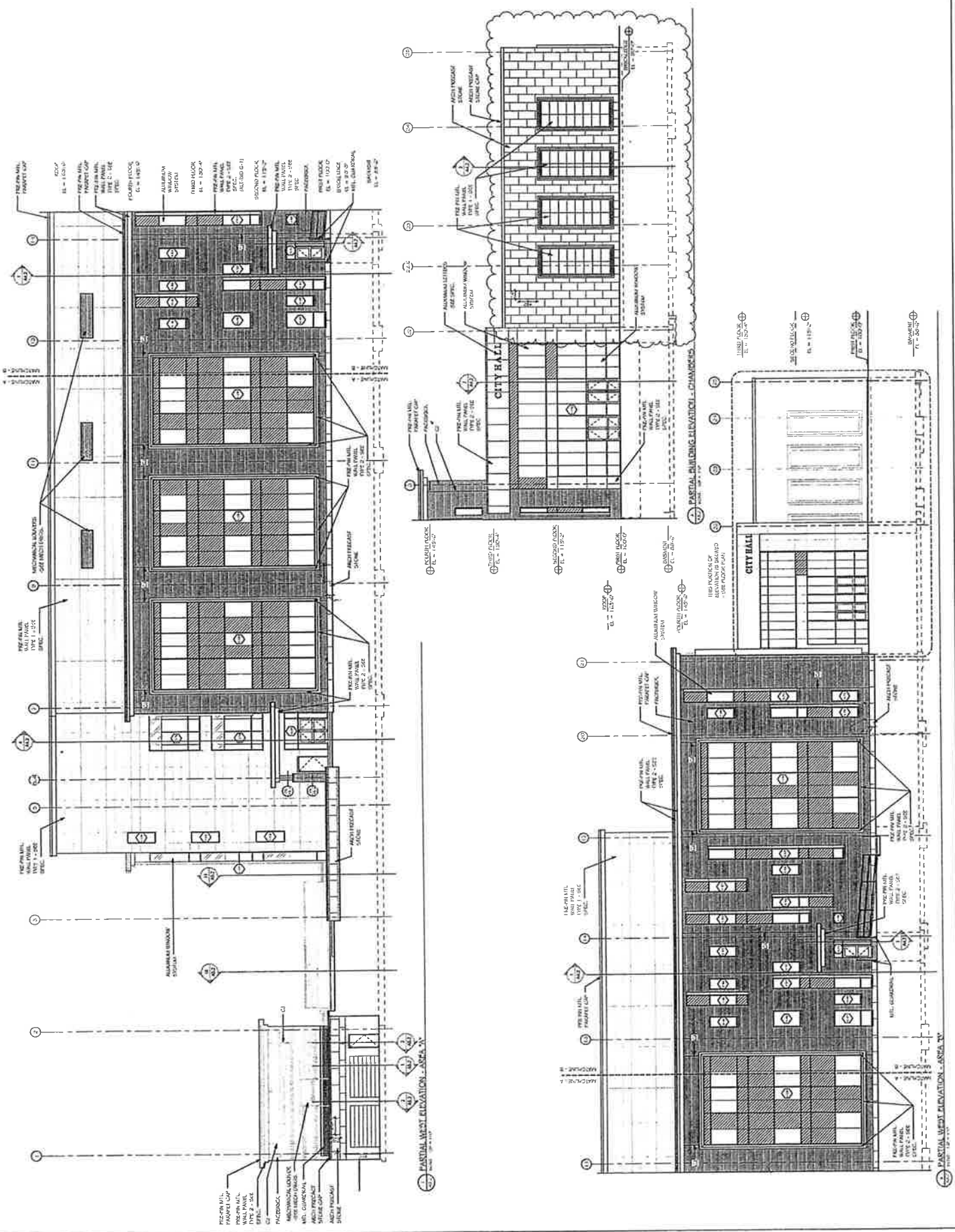
This will DEDUCT \$ 18,540 from the contract price.

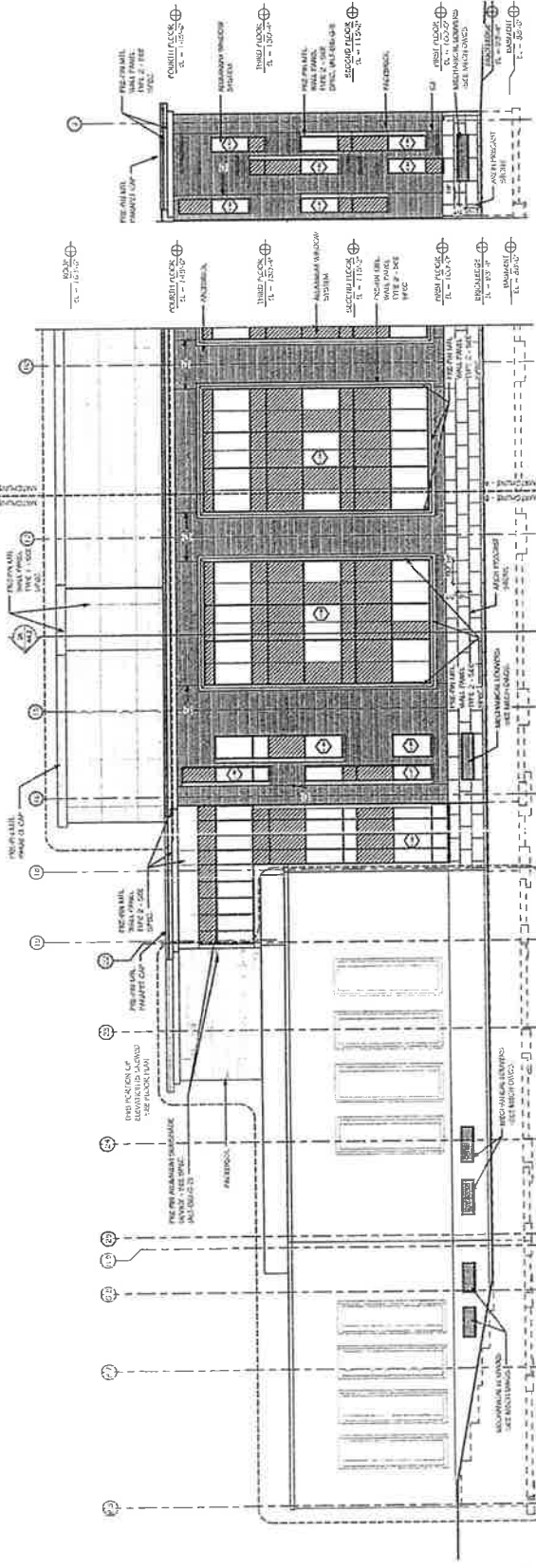
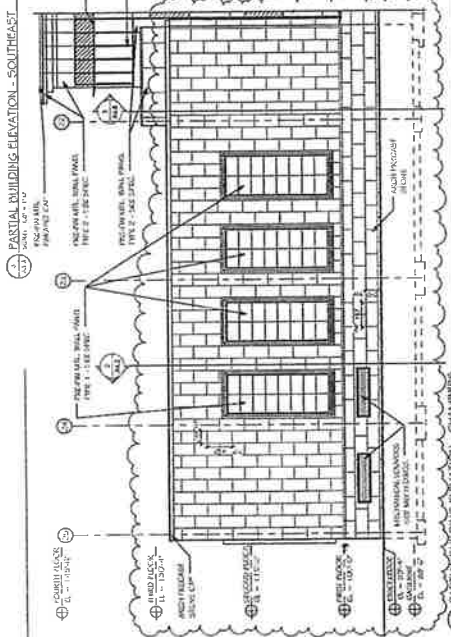
Sign for Contractor:

By: _____

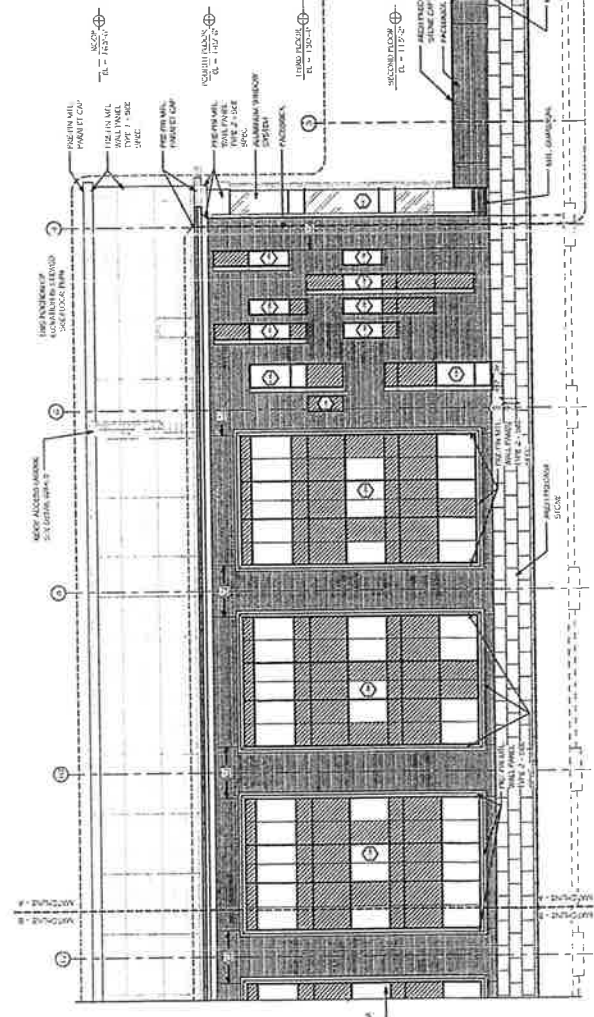
Date: _____



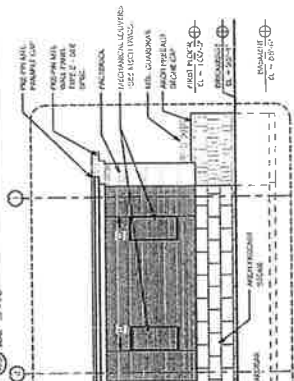


PARTIAL PAST ELEVATION - AREA 42^a

PARTIAL BUILDING ELEVATION - SOUTHEAST

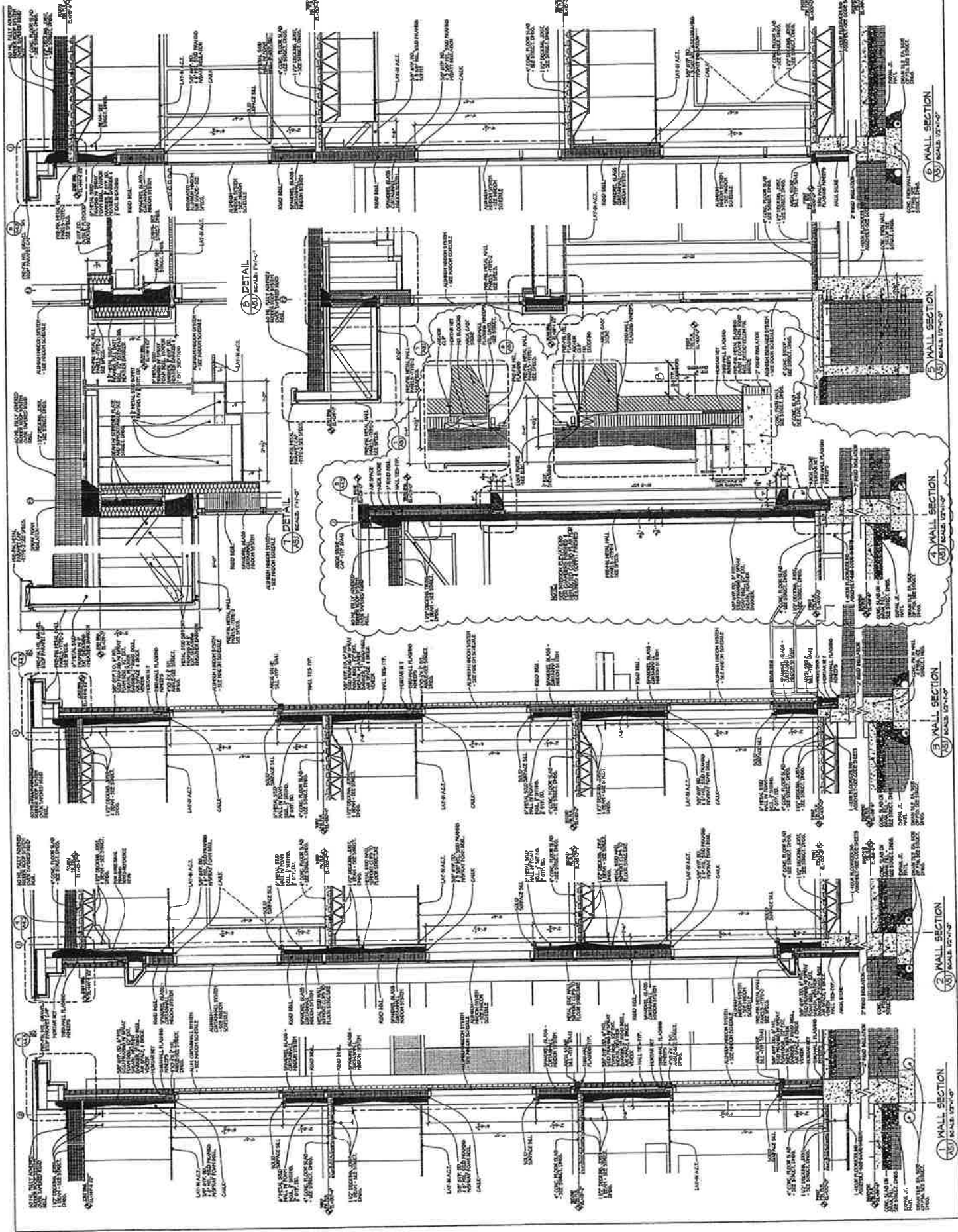


\odot PARTIAL EAST ELEVATION - AREA "A"



PARTIAL BUILDING ELEVATION - CHAMBERS





AIA® Document G701™ – 2001

Change Order

PROJECT (Name and address):	CHANGE ORDER NUMBER: Gen#007	OWNER: <input checked="" type="checkbox"/>
Fargo City Hall	DATE: 5/19/17	ARCHITECT: <input checked="" type="checkbox"/>
Fargo, ND		CONTRACTOR: <input checked="" type="checkbox"/>
TO CONTRACTOR (Name and address):	ARCHITECT'S PROJECT NUMBER: 2015.49	FIELD: <input type="checkbox"/>
Olaf Anderson Construction	CONTRACT DATE: 6/7/16	OTHER: <input type="checkbox"/>
PO Box 2766	CONTRACT FOR: General Construction	
Fargo, ND 58108		

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

PRC01: Change the asphalt base course under parking areas and drives to reclaimed material from the existing parking lot, in lieu of Class 5 Base Course as specified.
NO CHANGE

PRC02: Add storm water treatment, add domestic water run/fire hydrant and move the generator location. The plans have been revised to include a new downstream defender treatment manhole, depict a water main extension with FH and reroute the storm sewer west of City Hall in order to avoid transformer/generator/new conduit runs. Grade changes up to 6".
ADD \$61,866.00

The original Contract Sum was	\$ 16,442,900.00
The net change by previously authorized Change Orders	\$ 536,380.00
The Contract Sum prior to this Change Order was	\$ 16,979,280.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 61,866.00
The new Contract Sum including this Change Order will be	\$ 17,041,146.00

The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>T.L. Stroh Architects, Ltd</u>	<u>Olaf Anderson Construction</u>	<u>City of Fargo</u>
ARCHITECT (Firm name)	CONTRACTOR (Firm name)	OWNER (Firm name)
<u>8 Seventh St. N., Fargo, ND 58102</u>	<u>PO Box 2766, Fargo, ND 58108</u>	<u>200 3rd St. N., Fargo, ND 58102</u>
ADDRESS	ADDRESS	ADDRESS
		
BY (Signature)	BY (Signature)	BY (Signature)
<u>Terry L. Stroh</u>	<u>Jeffrey D. Furstenau</u>	
(Typed name)	(Typed name)	(Typed name)
<u>5/19/17</u>	<u>6/2/17</u>	
DATE	DATE	DATE



CHANGE PROPOSAL NO:

PR-GT COI

Date sent to Contractor:

7-21-16

PROPOSAL REQUEST (NOT A CHANGE ORDER)

PROJECT: Fargo City Hall
Fargo, North Dakota

To: Olaf Anderson Construction
P.O. Box 2766
Fargo, ND 58108-2766

Attn: Lyn Narum

The cost of the following changes in your contract on the above job is hereby requested, and this form shall be completed and returned to our office as soon as possible. A breakdown of your costs shall be attached. Make three (3) copies. Keep one return two to T. L. Stroh Architects. Wait until notification before doing this work.

DESCRIPTION OF THE PROPOSED CHANGES

Provide the cost to change the asphalt base course under parking areas and drives to reclaimed material from the existing parking lot, in lieu of Class 5 Base Course as specified.

All work shall be equal to contract specifications.

This will ADD \$ 0.00 to the contract price.

OR This will DEDUCT \$ 0.00 from the contract price.

Sign for Contractor:

By: [Signature]

Date: 7-22-16



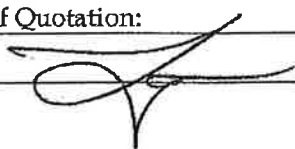
Change Proposal Request C02

PROJECT DATA			
Project Name:	Fargo City Hall	Owner:	City of Fargo
HEI JN	7028-006	Owner's Rep:	T.L. Stroh
Date of Issue:	9-8-16	Engineer:	Houston Engr. Inc.

REQUEST FOR PROPOSAL DATA			
To:	Kerry Meske - IBI	PR No:	PR - C 02
From:	Rick Gunderson, PE	Due Date:	
Description:	Utility revisions		

Pursuant to the General Conditions, please provide a quotation for the alteration as described in Item 1. The quotation should include an itemized breakdown of contractor and subcontractor costs, including labor, materials, rentals, approved services, overhead, and profit. This request shall not be considered authorization to proceed with the work described herein.

TO BE COMPLETED BY OWNER'S REPRESENTATIVE:	
1. Scope of Work: (include list of attachments):	
<ul style="list-style-type: none"> Per City review comments to add storm water treatment, add domestic water run / fire hydrant and move the generator location, the plans have been revised to include a new downstream defender treatment manhole, depict a water main extension with FH and reroute the storm sewer west of City hall in order to avoid transformer/generator/newconduit runs. Grade changes up to 6" also. 	
Attachments: Civil Drawings: C4 and C5	
Specifications:	
2. Reason(s) for Modification: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Unforeseen Conditions (site, weather, etc) <input type="checkbox"/> Other	
3. Approval of Request:	
Owner's Rep: _____	Date: _____
Engineer: _____	Date: _____

TO BE COMPLETED BY CONTRACTOR:	
4. Total cost of modification (attach change proposal) \$ <u>61,866.00</u>	
5. Will a modification to the contract time be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>MINIMUM 1 month and potential OT & winter fees.</i>	
6. Attachment identification (list):	
7. Quotation is valid for ___ days after receipt by Owner's Rep:	
8. Approval of Quotation:	
Contractor 	Date <u>5/16/17</u>

Labor Breakdown (use additional sheets of necessary)																												
Labor Classification:	# of People	Hours	Labor Rate/Hr	Labor Amount																								
CM	1	20	\$60.00	\$1,200.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
Total Labor Costs:				\$1,200.00																								
Material Breakdown (use additional sheets of necessary)																												
Material Description:	Quantity	Unit	Unit Cost	Materials Amounts																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
Tax	7.50%			\$0.00																								
Total Material Costs:				\$0.00																								
OTHER DIRECT COSTS (Subcontractors, Equipment, Travel, etc.)																												
Description:	Quantity	Unit	Unit Cost	Other Cost Amounts																								
Gibb	1	LS	52323	\$52,323.00																								
IBI	1	LS	5340	\$5,340.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
				\$0.00																								
Total Direct Costs:				\$57,663.00																								
<table border="0"> <tr> <td>1. Total Labor Costs.....</td> <td>\$1,200.00</td> <td></td> </tr> <tr> <td>2. Total Material Costs.....</td> <td>\$0.00</td> <td></td> </tr> <tr> <td>3. Total Other Direct Costs.....</td> <td>\$57,663.00</td> <td></td> </tr> <tr> <td>4. Total Labor, Materials & Other Direct Costs.....</td> <td></td> <td>\$58,863.00</td> </tr> <tr> <td>5. Profit & Overhead (10 %) of Line 1.....</td> <td></td> <td>\$120.00</td> </tr> <tr> <td>6. Profit & Overhead (5 %) of Line 2.....</td> <td></td> <td>\$0.00</td> </tr> <tr> <td>7. Profit & Overhead (5%) of Line 3.....</td> <td></td> <td>\$2,883.15</td> </tr> <tr> <td>8. Total Change Proposal Costs (lines 4, 5, 6 & 7).....</td> <td></td> <td>\$61,866.15</td> </tr> </table>					1. Total Labor Costs.....	\$1,200.00		2. Total Material Costs.....	\$0.00		3. Total Other Direct Costs.....	\$57,663.00		4. Total Labor, Materials & Other Direct Costs.....		\$58,863.00	5. Profit & Overhead (10 %) of Line 1.....		\$120.00	6. Profit & Overhead (5 %) of Line 2.....		\$0.00	7. Profit & Overhead (5%) of Line 3.....		\$2,883.15	8. Total Change Proposal Costs (lines 4, 5, 6 & 7).....		\$61,866.15
1. Total Labor Costs.....	\$1,200.00																											
2. Total Material Costs.....	\$0.00																											
3. Total Other Direct Costs.....	\$57,663.00																											
4. Total Labor, Materials & Other Direct Costs.....		\$58,863.00																										
5. Profit & Overhead (10 %) of Line 1.....		\$120.00																										
6. Profit & Overhead (5 %) of Line 2.....		\$0.00																										
7. Profit & Overhead (5%) of Line 3.....		\$2,883.15																										
8. Total Change Proposal Costs (lines 4, 5, 6 & 7).....		\$61,866.15																										

JOB: Fargo City Hall
 Sections, 33 0500, 33 1000, 33 3000, 33 4000
 Date: 16-May-17

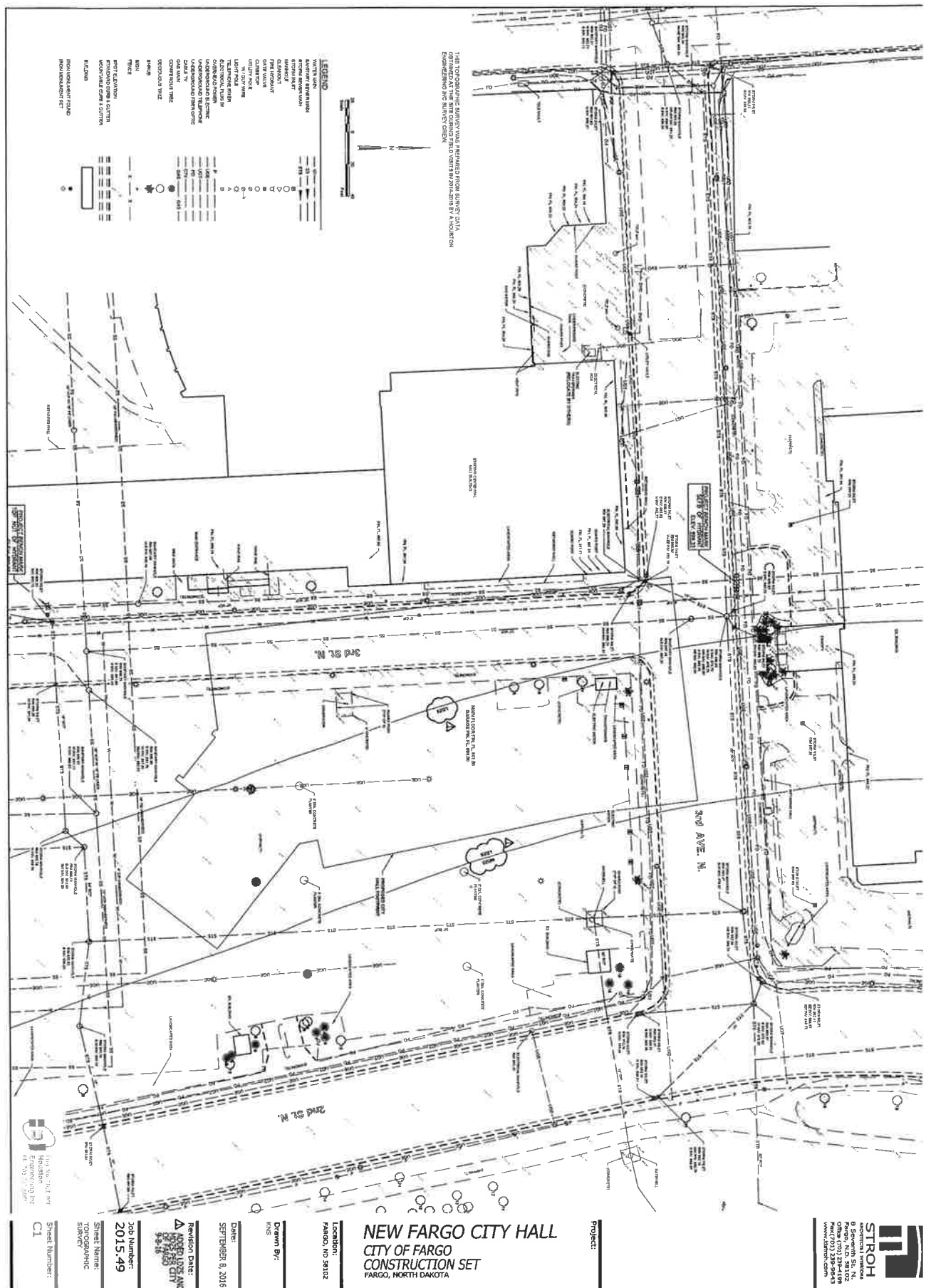
Item	Quantity	Description	Unit Price	Total
		Revised Water, Strom and Drain Tile Per Conflicts 9/8/2016		-
		Storm Sewer Per Plan C-4 dated 9-08-16		-
	-64	LF 12" RCP w/ Gravel BF	45.00	(2,880.00)
	9	LF 15" RCP w/ Gravel BF	47.00	423.00
	72	LF 18" RCP w/ Gravel BF	52.00	3,744.00
	62	LF 21" RCP w/ Gravel BF	58.00	3,596.00
	-50	LF 24" RCP w/ Gravel BF	64.00	(3,200.00)
	-1	48" MH	3200.00	(3,200.00)
	1	72" MH	4500.00	4,500.00
	1	Down Stream Defender	14000.00	14,000.00
	-1	Ea Storm Curb Inlet	1600.00	(1,600.00)
	-30	LF 6" Sch 40 PVC	22.00	(660.00)
	-40	LF 8" Sch 40 PVC	24.00	(960.00)
	40	LF 10" Sch 40 PVC	28.00	1,120.00
	1	Revised Lift Station (72" Wet Well & 72" Outlet MH)	3800.00	3,800.00
		Add 8" Waterline & 6" Hydrant Lead w/ Gate & Hydrant		-
	230	8" Watermain w/gravel BF	55.00	12,650.00
	1	Connect to Existing stub	920.00	920.00
	1	8x6" Tee	580.00	580.00
	2	6" Gate	1600.00	3,200.00
	4	6" Bends	450.00	1,800.00
	1	Hydrant	6000.00	6,000.00
	160	6" Hyd Lead w/gravel BF	51.00	8,160.00
	1	Plug Stub End of Main	330.00	330.00
		TOTAL ADD		52,323.00

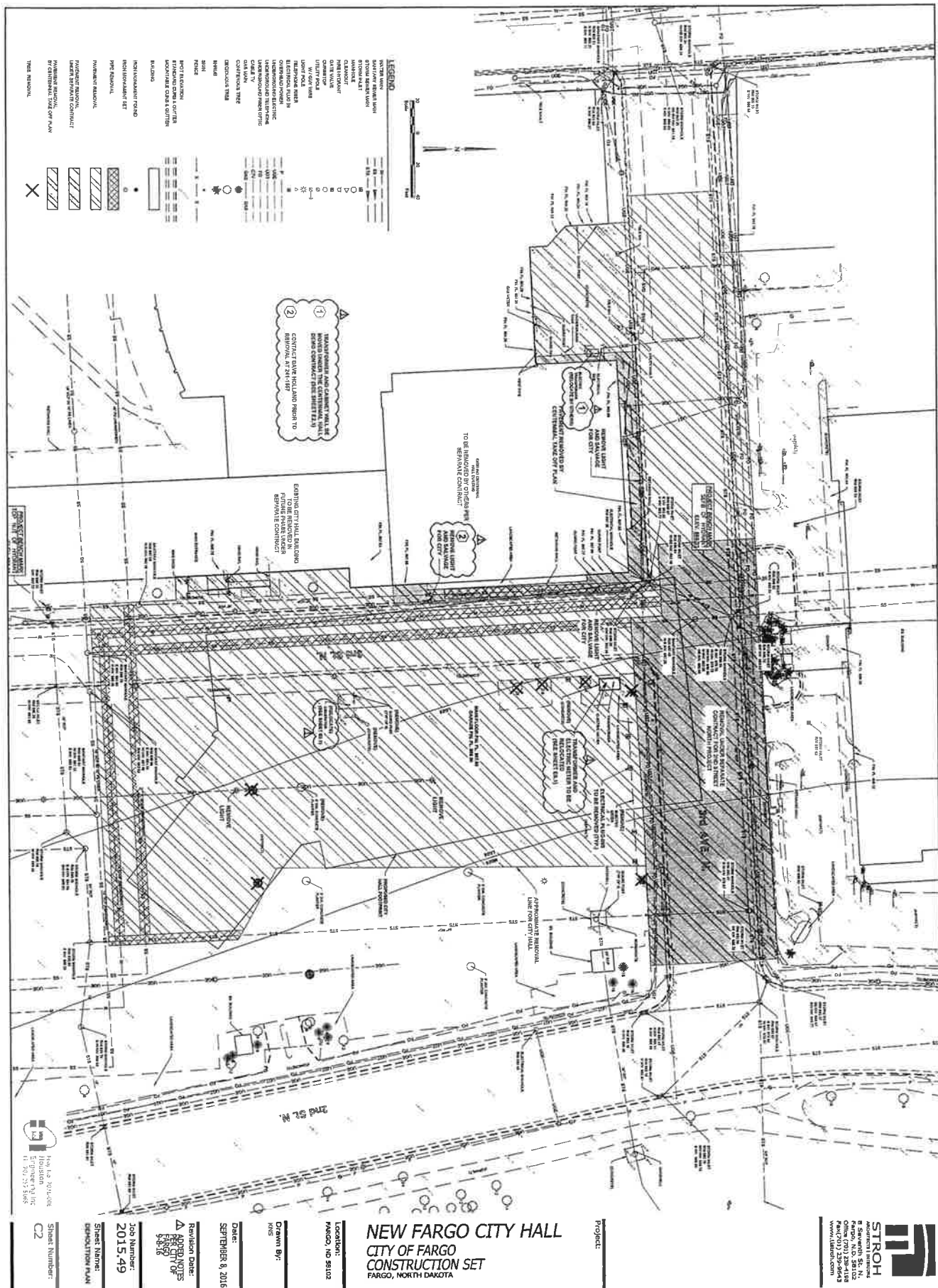
TOTAL 52,323.00

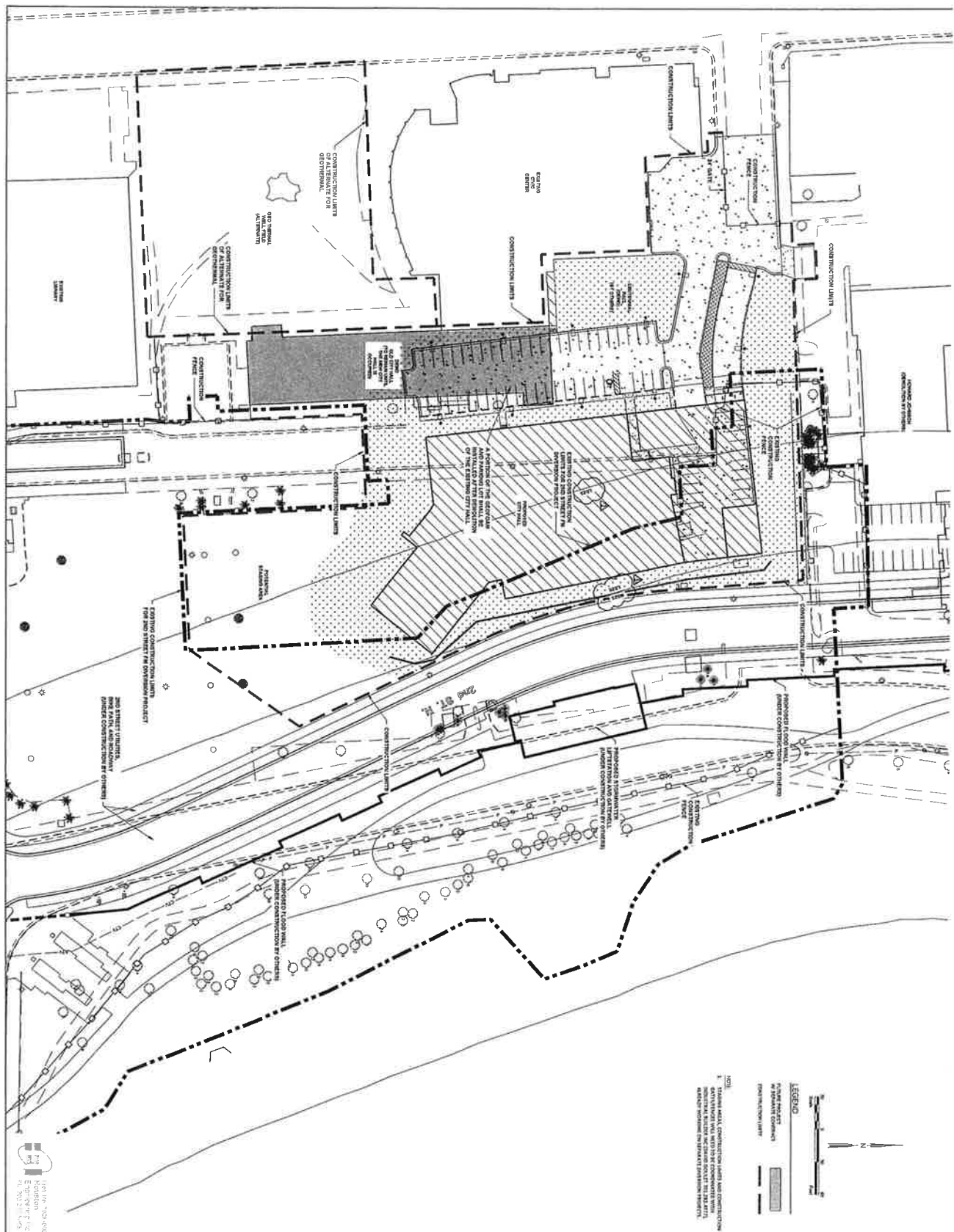
Notes:

This cost represents a net add to the project.
 No paving removal or replacement is included.

(701) 282-5900







LEO A. DODD
ARCHITECT
P.C.
FARGO, ND 58102

Sheet Number:
C3

Sheet Name:
PARKING PLAN

Job Number:
2015.49

Revision Date:
SEPTEMBER 9, 2016

Drawn By:
KNS

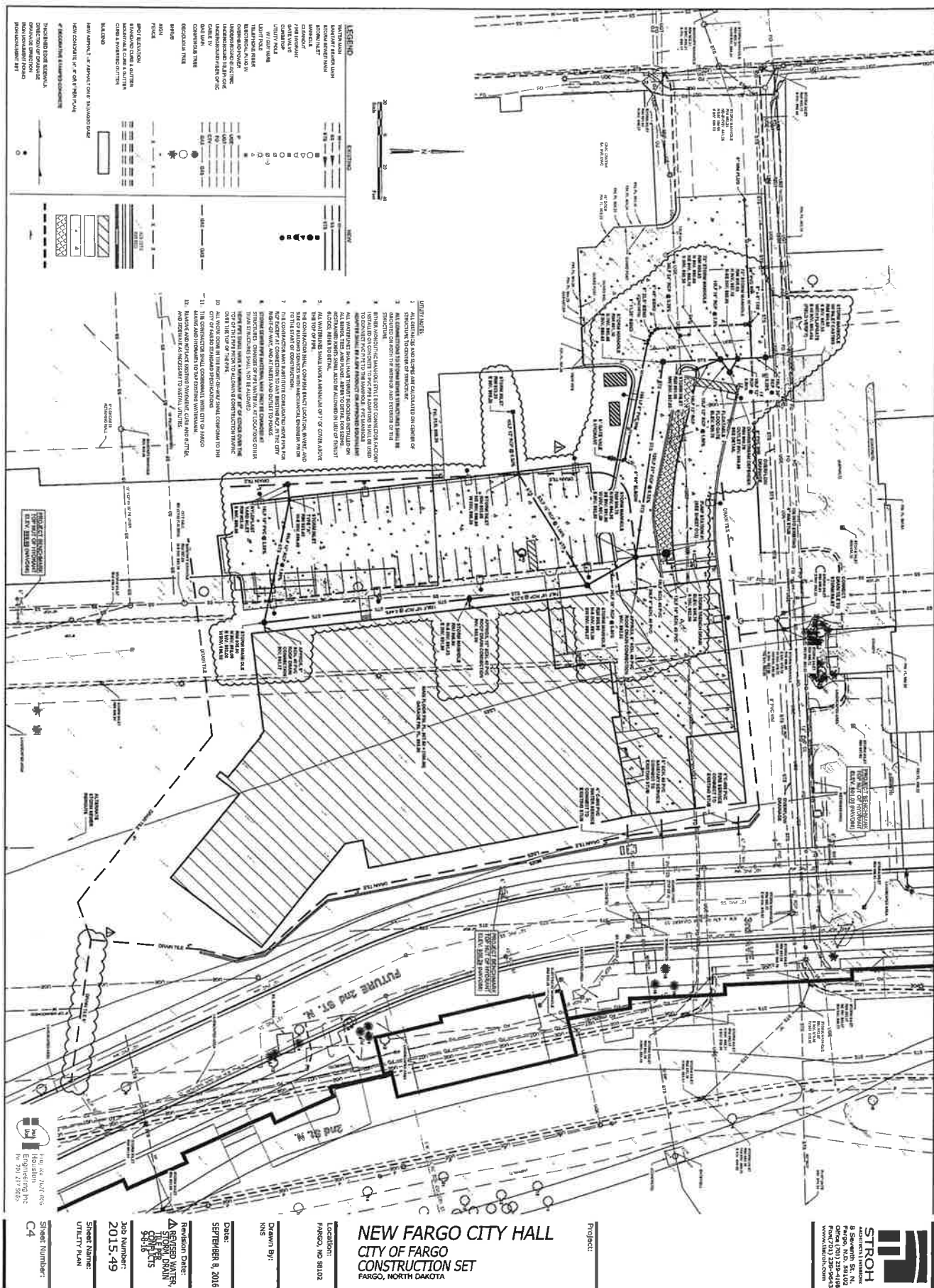
Date:
SEPTEMBER 9, 2016

Location:
FARGO, ND 58102

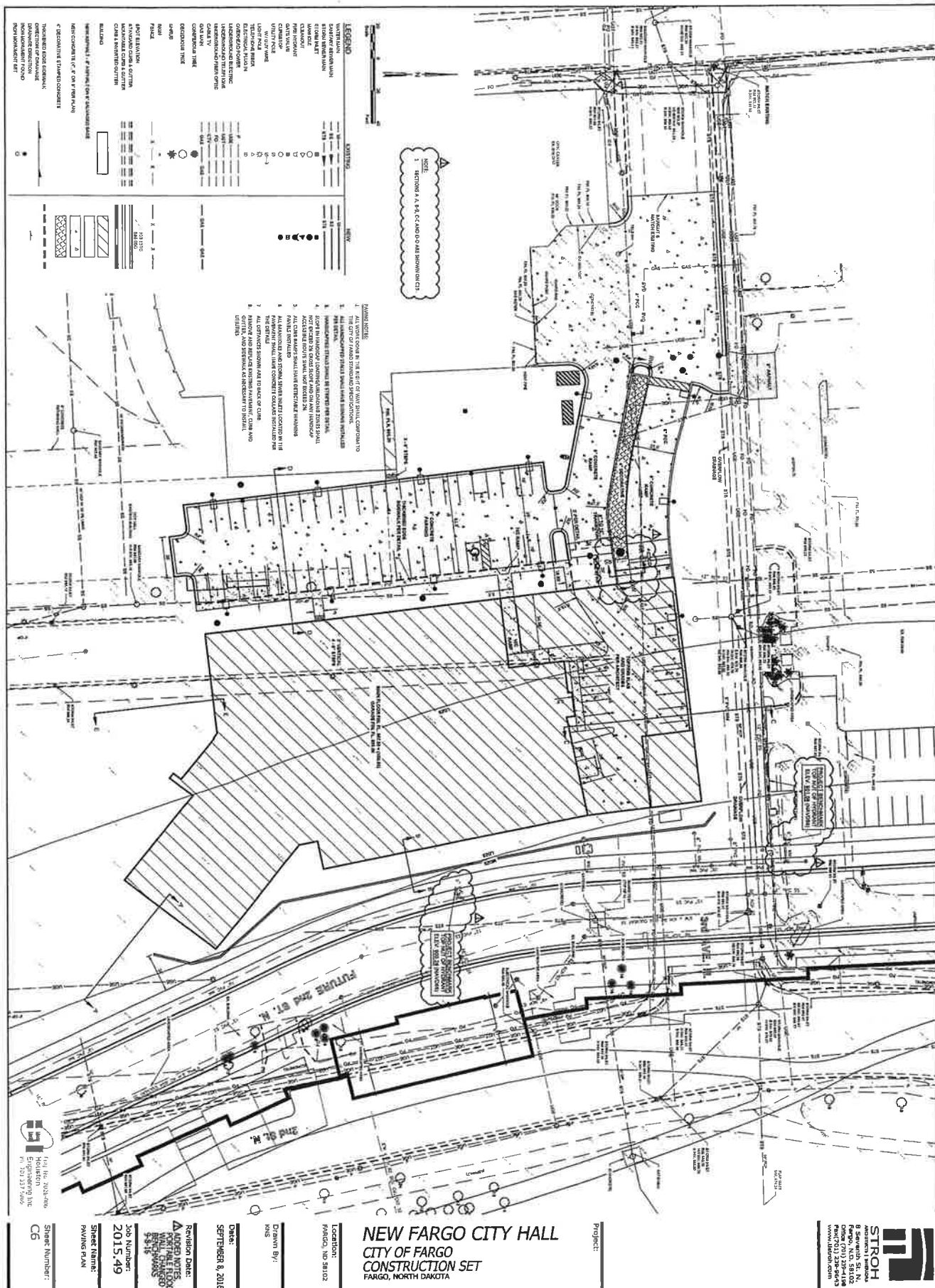
Project:
NEW FARGO CITY HALL

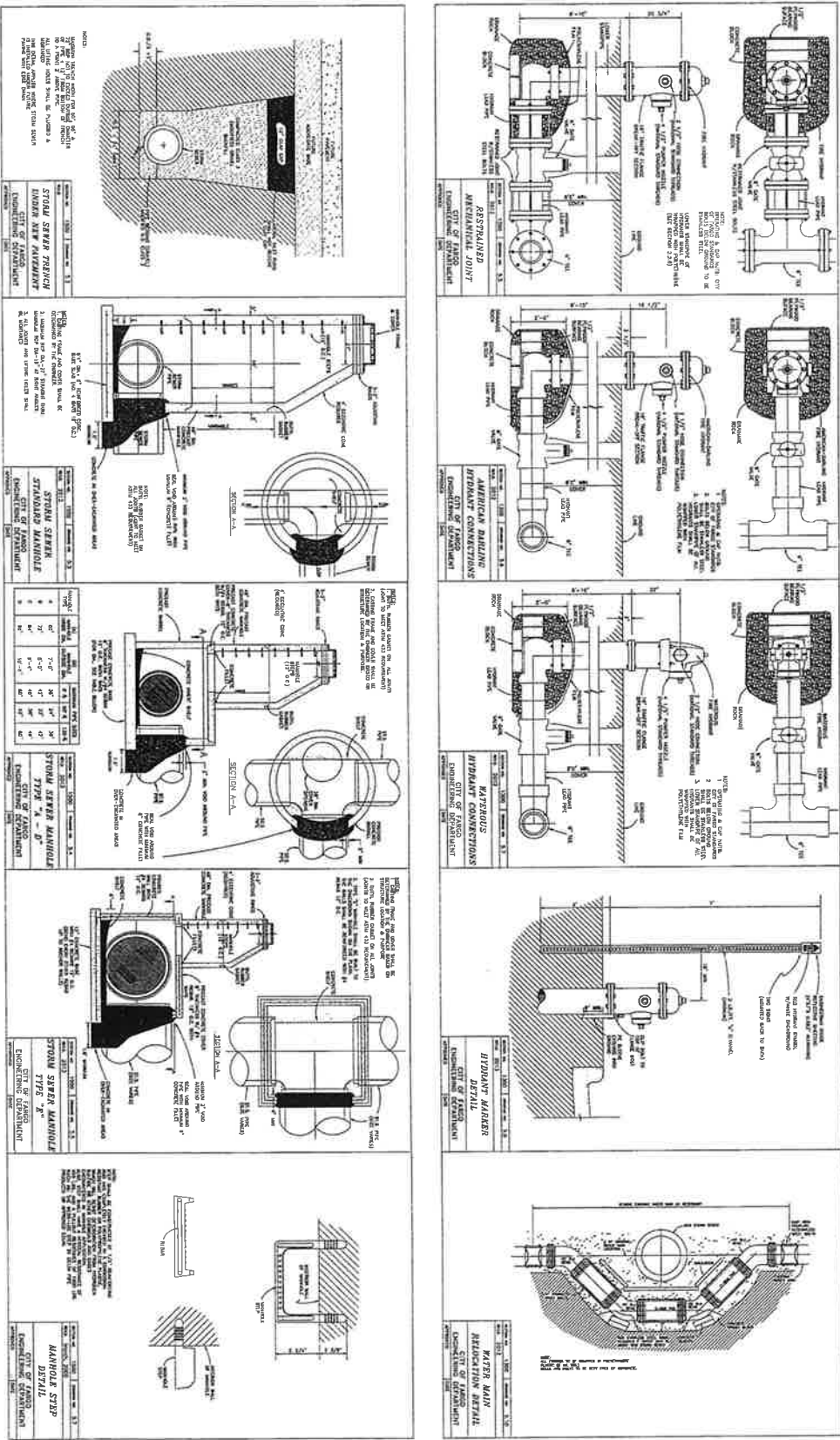
CITY OF FARGO
CONSTRUCTION SET
FARGO, NORTH DAKOTA

STROH
8 S. Broadway St., N.
Fargo, N.D. 58102
Phone: (701) 239-6449
www.stroh.com









Sheet Number: C8

Job Number: 2015-49

Revision Date: SEPTEMBER 8, 2015

Date: SEPTEMBER 8, 2015

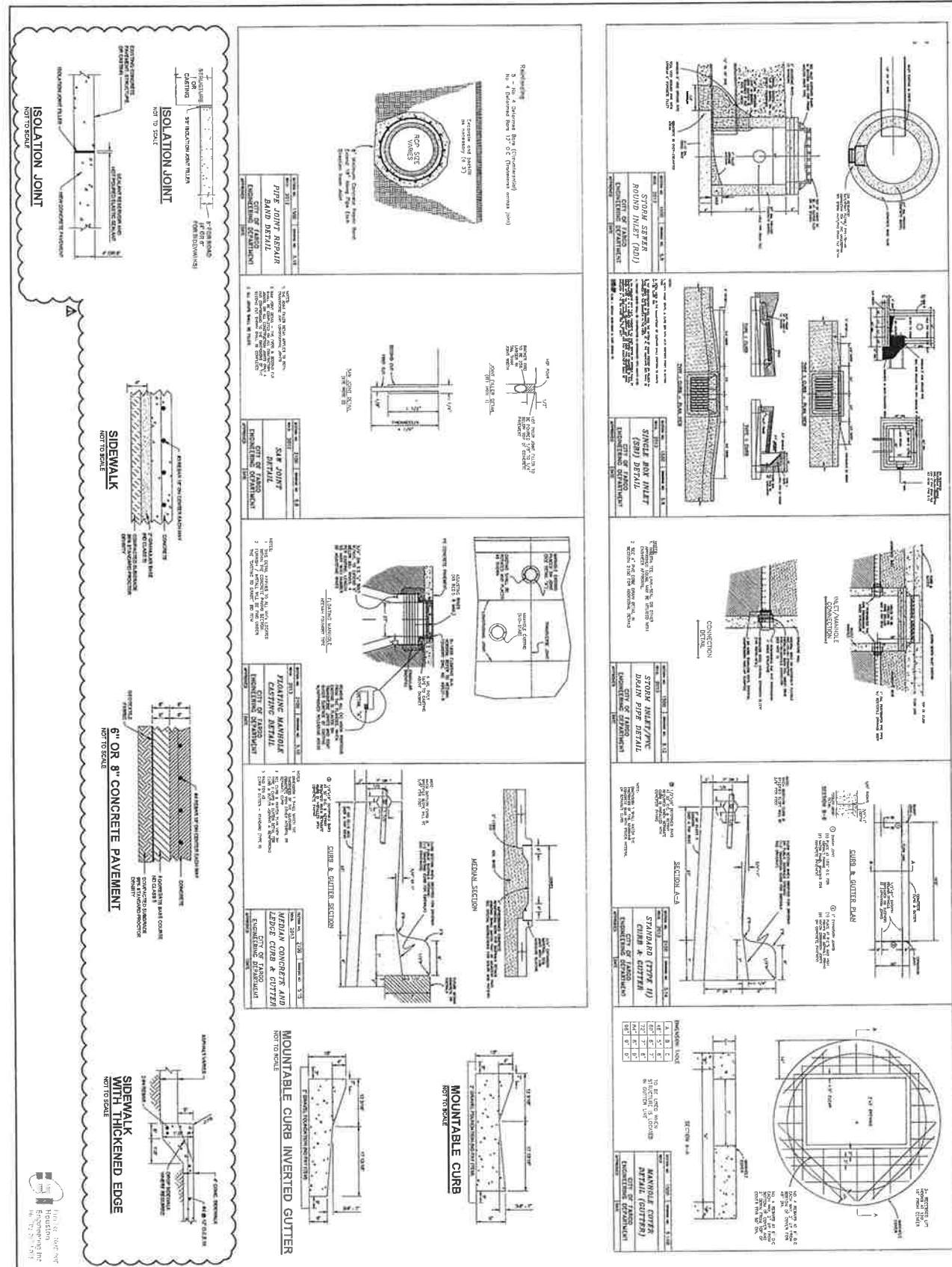
Drawn By: RUS

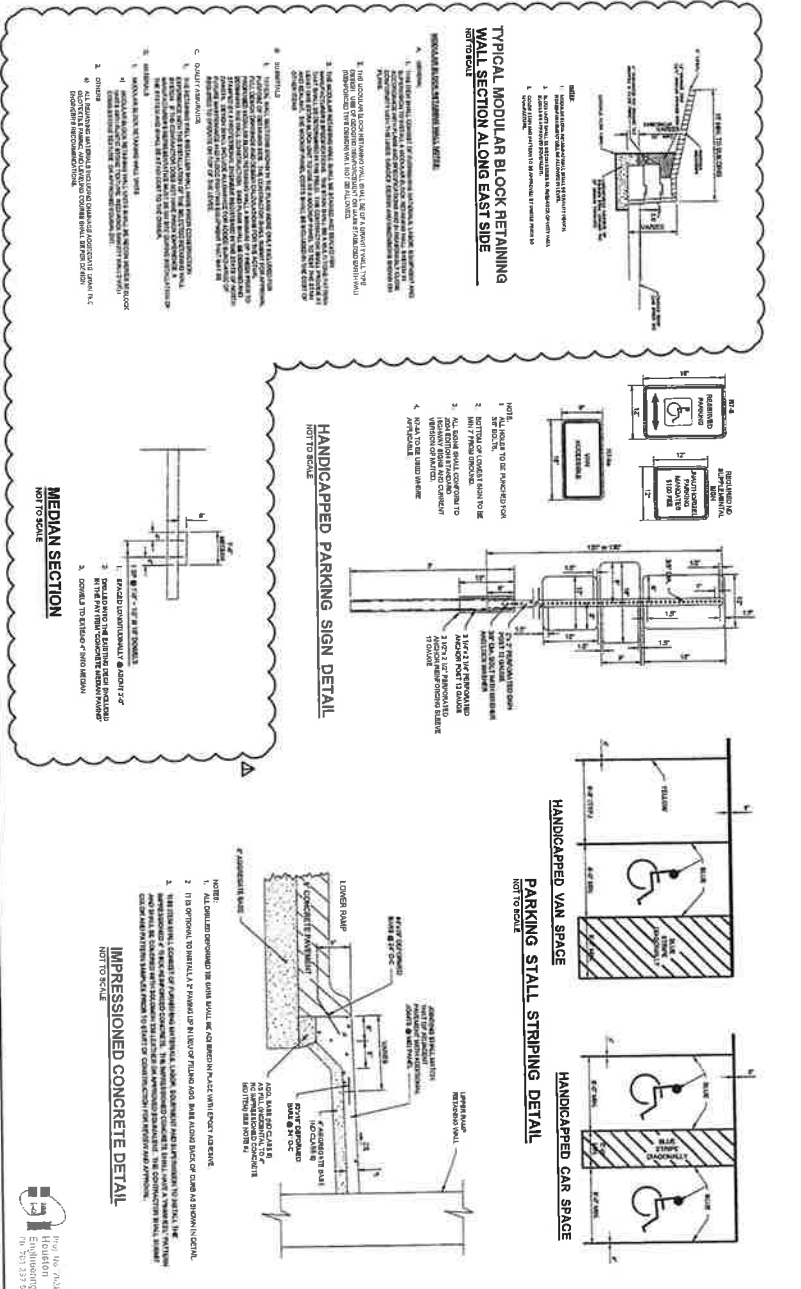
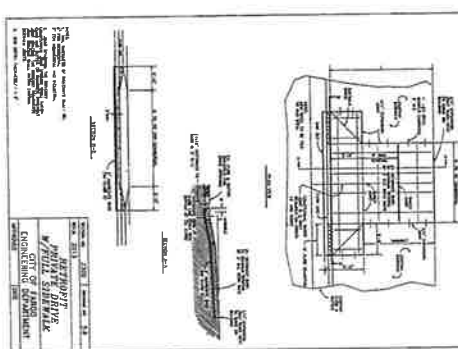
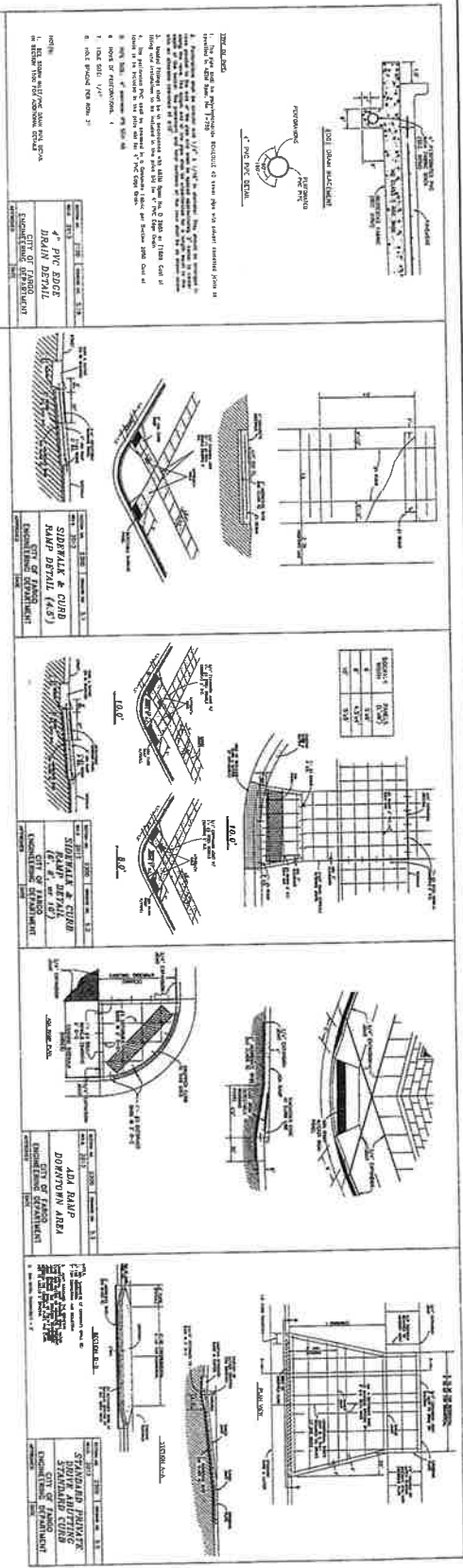
Location: PARADO, ND 58102

NEW FARGO CITY HALL
CITY OF FARGO
CONSTRUCTION SET
FARGO, NORTH DAKOTA

Project:

STROH
8 Seventh St. N.
Fargo, ND 58102
Fax: (701) 238-0643
www.stroh.com





City of Fargo
 2015, 4/9

Sheet Number:
 C10

Job Number:
 2015, 4/9

Sheet Name:
 DETAILS

Revision Date:
 2015, 4/9

Revision Number:
 1

Drawn By:
 RNS

Location:
 PARKING, NO. 1012

Date:
 SEPTEMBER 8, 2015

Project:
 NEW FARGO CITY HALL

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 NEW FARGO CITY HALL

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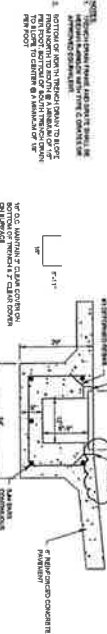
Project:
 NEW FARGO CITY HALL

Project:
 NEW FARGO CITY HALL

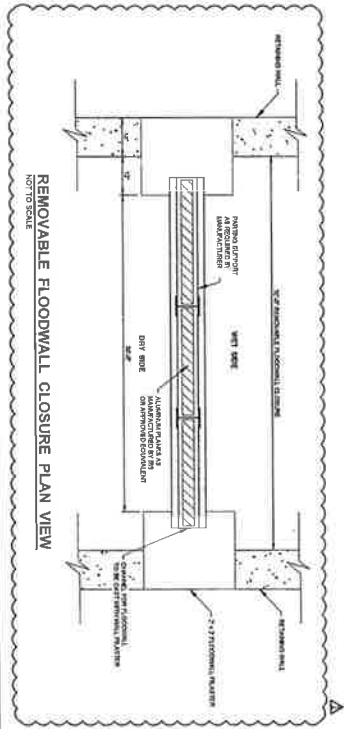
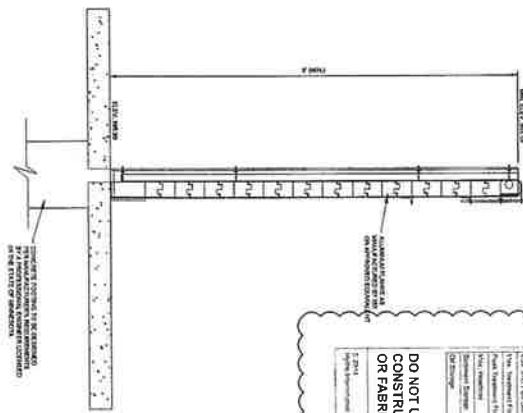
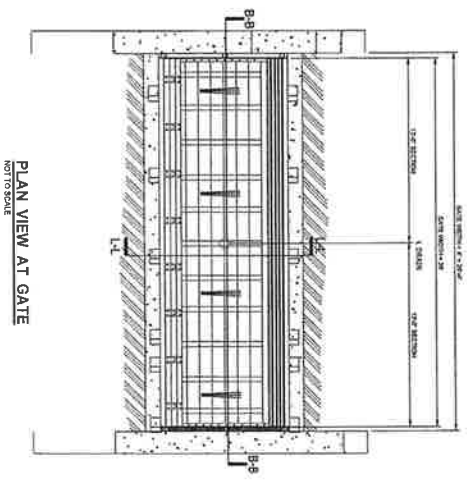
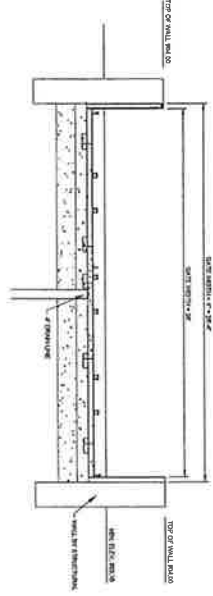
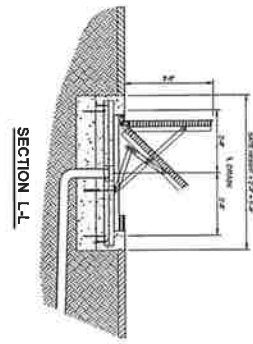
Project:
 NEW FARGO CITY HALL

Project:
 NEW FARGO CITY HALL

Project:
 NEW FARGO CITY HALL



HEAVY DUTY TRENCH DRAIN DETAIL



DO NOT USE FOR CONSTRUCTION OR FABRICATION

1. The purpose of this drawing is to provide a visual representation of the design of the removable floodwall closure. It is not to be used for construction or fabrication purposes.

2. The design of the removable floodwall closure is based on the information provided in the project specifications and the design criteria. It is subject to change without notice.

3. The design of the removable floodwall closure is based on the information provided in the project specifications and the design criteria. It is subject to change without notice.

4. The design of the removable floodwall closure is based on the information provided in the project specifications and the design criteria. It is subject to change without notice.

HYDRO INTERNATIONAL

12345 Main Street
Fargo, ND 58102
Phone: (701) 234-5678
Fax: (701) 234-5679
www.hydrointl.com

PROJECT INFORMATION

Project Name: NEW FARGO CITY HALL
Project Location: FARGO, ND
Project Number: 12345
Project Date: 8/2016

REVISIONS

Rev	Description	Date
1	Initial Design	8/2016
2	Revised Design	9/2016

NEW FARGO CITY HALL
CITY OF FARGO
CONSTRUCTION SET
FARGO, NORTH DAKOTA

STROH
ARCHITECTS
12345 Main Street
Fargo, ND 58102
Phone: (701) 234-5678
Fax: (701) 234-5679
www.stroh.com

Location: FARGO, ND 58102

Drawn By: KMS

Job Number: 2015.49

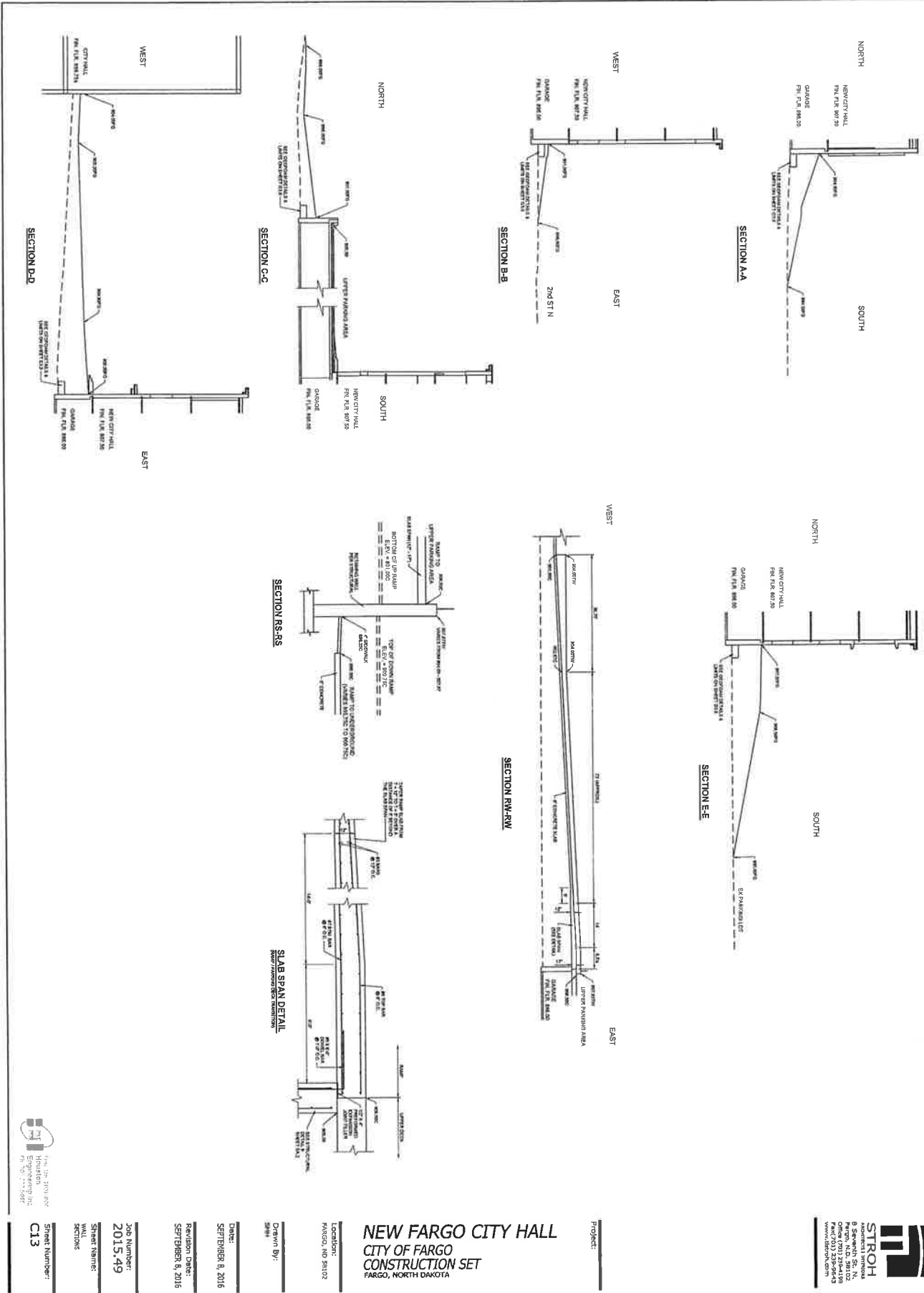
Sheet Name: STORMWATER DETAILS

Revision Date: 8/2016

Revision: A. REVISED DETAILS \$9.16

Sheet Number: C11





Sheet Number:

C13

Job Number:
2015.49

Revision Date:
SEPTEMBER 8, 2016

Drawn By:
SPH

Location:
FARGO, ND 58102

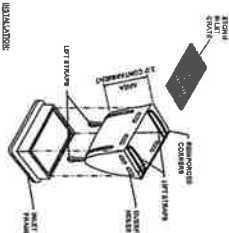
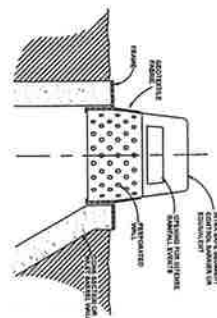
NEW FARGO CITY HALL
CITY OF FARGO
CONSTRUCTION SET
FARGO, NORTH DAKOTA

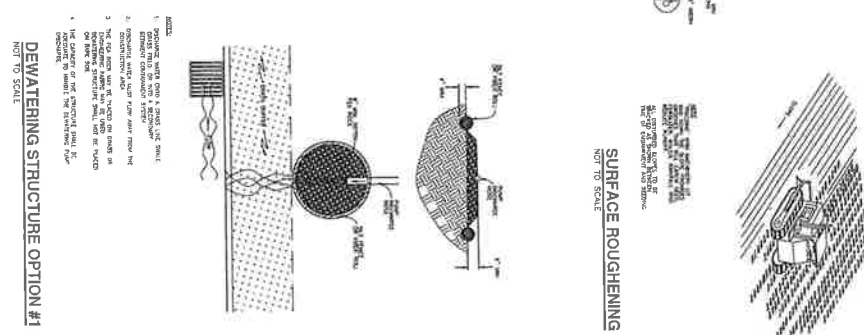
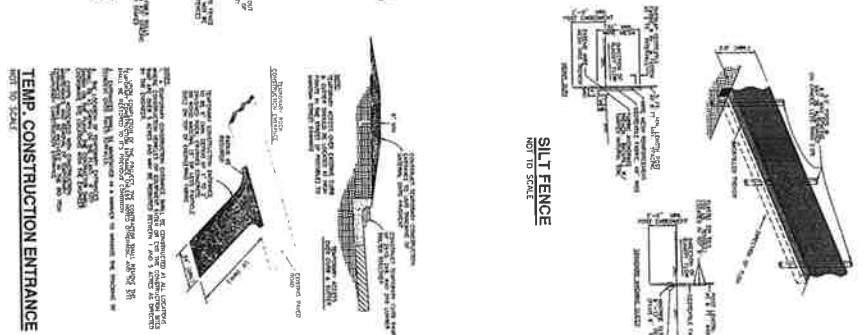
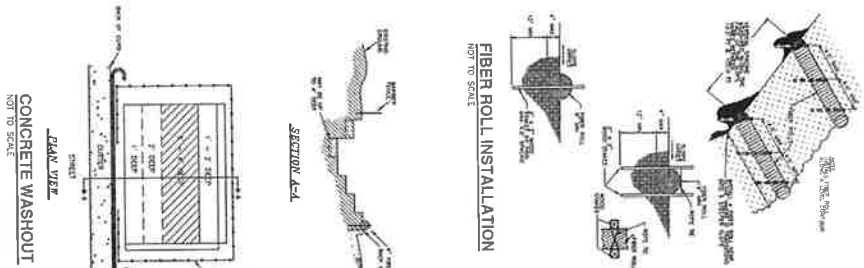
Project:

STROTH
Engineering Inc.
5200 13th St. N.
Fargo, ND 58103
Office (701) 234-1188
Fax (701) 234-1188
www.stroth.com



ANY INLET PROTECTION USED SHALL BE EQUIPPED WITH AN EARTH BACK CONNECTION TO MINIMIZE THE RISK OF AIRBORNE FLOODING DURING AN EXTREME WEATHER EVENT.

[illegible]





Document G701™ – 2001

Change Order

PROJECT <i>(Name and address):</i>	CHANGE ORDER NUMBER: Elec #003	OWNER: <input checked="" type="checkbox"/>
Fargo City Hall	DATE: 5/23/17	ARCHITECT: <input checked="" type="checkbox"/>
Fargo, ND		CONTRACTOR: <input checked="" type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i>	ARCHITECT'S PROJECT NUMBER: 2015.49	FIELD: <input type="checkbox"/>
Sun Electric Inc	CONTRACT DATE: 6/7/16	OTHER: <input type="checkbox"/>
411 39 th St NW	CONTRACT FOR: Electrical Construction	
Fargo, ND 58102		

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

E04: Exhaust fan EF-8 changes.
ADD \$73.00

E05: Revised the voltage of the UPS to be 480V in lieu of 208V.
DEDUCT (\$3,414.00)

The original Contract Sum was	\$ 2,607,000.00
The net change by previously authorized Change Orders	\$ 15,757.00
The Contract Sum prior to this Change Order was	\$ 2,622,757.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 3,341.00
The new Contract Sum including this Change Order will be	\$ 2,619,416.00

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

T.L. Stroh Architects, Ltd	Sun Electric Inc	City of Fargo
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
8 Seventh St. N., Fargo, ND 58102	411 39 th St NW Fargo, ND 58102	200 3rd St. N., Fargo, ND 58102
ADDRESS	ADDRESS	ADDRESS
		
BY <i>(Signature)</i>	BY <i>(Signature)</i>	BY <i>(Signature)</i>
Terry L. Stroh	Harold Chyle	
<i>(Typed name)</i>	<i>(Typed name)</i>	<i>(Typed name)</i>
5/23/17	5-30-17	
DATE	DATE	DATE


PROPOSAL REQUEST E04

Date	11-30-16
Project #	2015231
Project Name	New Fargo City Hall
Project Location	Fargo, ND
Description	Exhaust Fan EF-8 Changes

Please submit an itemized quotation for the change(s) described below to the proposed modifications to the Contract Documents. Cost proposal to include a detailed itemized breakdown indicating the specific amounts, lengths, quantities, types, sizes, etc. of material including labor, O&P, taxes, and other incidental charges to be used. Proposal shall also indicate credits, deducts, and/or offsets for material and labor originally included in contract. THIS IS NOT A CHANGE ORDER OR DIRECTION TO PROCEED WITH WORK STATED HEREIN.

1. Motor EF-8: Provide 20A/3P circuit breaker in lieu of 15A/3P circuit breaker at switchboard "HMSB". Provide (3)#10 + #10Gnd (Copper conductors), in 3/4" conduit in lieu of (3)#12 + #12Gnd, in 3/4" conduit.
2. *NOTE: Reminder that all motor circuits must be copper conductors.*

Respectfully,
Obermiller Nelson Engineering, Inc.

Tony Nelson

Attachment(s): None.
Cc: ONE File.

F:\Projects\2015231\CA\PROPOSAL REQUEST\ELEC\2015231 PR E04.docx

BUILDING SYSTEMS CONSULTANTS

FARGO
2201 12th St. N Suite E
701.280.0500

GRAND FORKS
311 4th St. S Suite 203
701.775.2594

BISMARCK
233 West Rosser Ave.
701.222.0520

ALEXANDRIA
503 Hawthorne St. Suite 141
320.846.0300

MINNEAPOLIS
1400 Van Buren St. NE Suite 130
877.380.0501



Industrial - Commercial

December 22, 2016

T.L. Stroh
Mr. Terry Stroh
8 Seventh St. N
Fargo, ND 58102

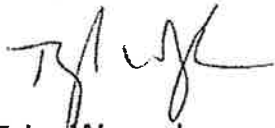
Re: New Fargo City Hall

Proposal Request – E04

Proposal is labor and material for electrical work associated with Exhaust Fan EF-8 changes as described in Proposal Request – E04.

Proposed Price-----Add \$73.00

Respectfully submitted,



Tyler Wanzek
Project Manager

BID SUMMARY REPORT

Name: Fargo City Hall

Estimator: Ryan

Job #: 812

Job Name: Fargo City HallContractor:Estimator: RyanNotes:Bid Date: Thursday, May 26, 2016

Included	Summary Description	Extended	%	Adjusted Material	Extended	%	Adjusted Labor
<input type="checkbox"/>	PR E04	\$29.79	100.00	\$29.79	0.50	100.00	0.50

Top Sheet

Raw Cost	\$59.79	Sales Per Month	\$0.00
Tax	\$2.23	Return Per Month	\$0.00
Raw Cost With Tax	\$62.02	Price Per Sq Foot	\$0.00
Overhead	\$5.98	Hours Per Sq Foot	0.00
Profit	\$3.29	Square Feet	0.00
Total Return \$	\$9.27	Job Months	0.00
Total Return %	12.8	Hours per Week	40.00
Price	\$71.29	Workers Per Day	0.00
Bond	\$1.07	Total Hours	0.50
Sell Price	\$72.35	Mark Up Sales Tax?	No
Sell Adjusted By:	\$0.00	Use Bond Table?	Yes
Adj Sell Return	0		

Labor	Percent	Hours	Hourly	Burden	
ClassDescription	of Total	Distributed	Rate	Rate	Percent Labor Cost
ND Journeyman	100.00%	0.50	\$60.00	\$0.00	0.00%
Totals:	100.00%	0.50	\$60.00	\$0.00	0.00%

MARK UPS

	OVERHEAD		PROFIT		
	Total	%	Amount	%	Amount
Materials	\$29.79	10.00%	\$32.76	5.00%	\$34.40
Labor	\$30.00	10.00%	\$33.00	5.00%	\$34.65
Supplier Quotes	\$0.00	10.00%	\$0.00	5.00%	\$0.00
SubContractors	\$0.00	10.00%	\$0.00	5.00%	\$0.00
Direct Job Expense	\$0.00	10.00%	\$0.00	5.00%	\$0.00
Equipment Rental	\$0.00	10.00%	\$0.00	5.00%	\$0.00
Totals:	\$59.79	10.00%	\$65.76	5.00%	\$69.05

TAX Report

	Taxed Amount	Tax Rate %	Tax Amount
Materials	\$29.79	7.50%	\$2.23
Labor	\$30.00	0.00%	\$0.00
Supplier Quotes	\$0.00	0.00%	\$0.00
SubContractors	\$0.00	0.00%	\$0.00
Direct Job Expense	\$0.00	0.00%	\$0.00
Equipment Rental	\$0.00	0.00%	\$0.00
Total Tax:			\$2.23

BID SUMMARY REPORT

Name: Fargo City Hall

Estimator: Ryan

Job #: 812

Job Name: Fargo City Hall**Contractor:****Estimator:** tyler**Notes:****Bld Date:** Thursday, May 26, 2016**Report Name:** COST NECA 1

Standard

Extension Labelsets

<u>Column 1</u> <u>Combined</u>		<u>Column 2</u> <u>Separate</u>		<u>Column 3</u> <u>Combined</u>		<u>Column 4</u> <u>Combined</u>		<u>Column 5</u> <u>Combined</u>	
Base	1	Demo	1	* <none>	1	* <none>	1	* <none>	1
E-1 Lightning Protection	1	* Power	1						
E-2 Sound Masking	1	Lighting	1						
E-3 CAT6A Cable	1	Data	1						
E-4 FF1 fixtures	1	Fire Alarm	1						
E-5 Geo thermal	1	Security	1						
CO#1	1	AV	1						
* PR - E04	1	Extra Material	1						
RFP PRE02	1								
RFP PRE03	1								

Users

Users are Combined

Name:

- * tyler
- * Ryan

Job Name: Fargo City Hall

Column 1 Combined	Column 2 Power	Column 3 Combined	Column 4 Combined	Column 5 Combined
----------------------	-------------------	----------------------	----------------------	----------------------

Items+ByProducts

Item Name	Quantity	Cost	COST EXT	NECA 1	Labor 1 Ext
12 THHN CU STRANDED	-500.00	\$112.52 M	-56.28	6.00 M	-3.00
10 THHN CU STRANDED	500.00	\$172.09 M	86.05	7.00 M	3.50
Totals:			29.79		.50

Report Totals:**Items+ByProducts**

COST EXT	Labor 1 Ext
29.79	.50


BORDER STATES
Supply Chain Solutions™

Border States Electric Supply
 Electrical Wholesale Supply of Utah | Western Extralife
 Shealy Electrical Wholesalers

Border States Electric - FGO
 605 25th St S
 Fargo ND 58103
 Phone: 701-293-5833

Sun Electric Inc
 411 39th St N
 Fargo ND 58102-3972

Quote

Page: 1 of 1

BSE Quote: 24190449
 Sold-To Acct #: 1749
 Valid From: 12/09/2016 To: 12/16/2016
 PO No: PR03, PR04

Created By: Ryan Bjungstad
 Tel No: 701-476-3156
 Fax No: 701-232-7673

Inco Terms:
 FOB ORIGIN

Payment Terms:
 1.0 % 10th prox net 25th (25)

Taxes, if applicable, are not included.

Cust Item	BSE Item	Material MFG - Description	Quantity	Price	Per	UoM	Value
	000010	- PR03 PR E03 Note #1 & #2 breaker changes were made to HMSB in lieu of the H41 panel Tony listed as the Elevators and ACC-1 are fed out of HMSB not H41. DEDUCT 5 700A FUSES FROM BASE BID	1 EA	150.00-	1	EA	150.00-
	000030	PR04 PR E04 = there is NO adder to change the breaker from 15A to 20A	1 EA			EA	
Total Value							150.00-

To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

This quote has not been reviewed for compliance with the Buy American Act or the American Recovery and Reinvestment Act requirements. BSE reserves the right to amend both our bill of material and our proposal accordingly if BAA/ARRA compliance is required.



May 12, 2017

T.L. Stroh
Mr. Terry Stroh
8 Seventh St. N
Fargo, ND 58102

Re: New Fargo City Hall

Proposal Request - E05 (Revised)

Proposal is labor and material for electrical work associated with the UPS Voltage and Feed Changes as described in Proposal Request - E05.

Proposed Price-----Deduct (\$3,414.00)

Respectfully submitted,



Tyler Wanzek
Project Manager

Bid Summary Report

Fargo City Hall Estimator: Ryan

Job #812

Job Name: Fargo City HallContractor:Estimator: RyanNotes:Bid Date: 5/26/16

Summary Description	Material			Labor		
	Extended	%	Adjusted	Extended	%	Adjusted
PR E05	\$14.13	100.00%	\$14.13	-4.82	100.00%	-4.82

Top Sheet

Raw Cost	(\$3,195.77)	Sales per Month	\$0.00
Tax	(\$218.01)	Return per Month	\$0.00
Raw Cost with Tax	(\$3,413.78)	Price per Square Foot	\$0.00
Overhead	\$0.00	Hours per Square Foot	0.00
Profit	\$0.00	Square Feet	0.00
Total Return Amount	\$0.00	Job Months	0.00
Total Return %	0.00%	Hours per Week	40.00
Price	(\$3,413.78)	Workers per Day	0.00
Bond	\$0.00	Total Hours	-4.82
Sell Price	(\$3,413.78)	Mark Up Sales Tax	No
Adjusted Sell ()	\$0.00	Use Bond Table	Yes
Adjusted Sell Return 0.00 %	\$0.00		

Labor

Class Description	Percent of Total	Hours Distributed	Hourly Rate	Burden		Labor Cost
				Rate	Percent	
ND Journeyman	100.00%	(4.82)	\$60.00	\$0.00	0.00%	(\$288.90)
Totals	100.00%	(4.82)	\$60.00	\$0.00	0.00%	(\$288.90)

Mark Ups

Mark Ups	OVERHEAD						PROFIT	
	Total		%	Amount		%	Amount	
Materials	\$14.13	+	0.00%	\$14.13	+	0.00%	\$14.13	
Labor	(\$288.90)	+	0.00%	(\$288.90)	+	0.00%	(\$288.90)	
Supplier Quotes	(\$2,921.00)	+	0.00%	(\$2,921.00)	+	0.00%	(\$2,921.00)	
SubContractors	\$0.00	+	0.00%	\$0.00	+	0.00%	\$0.00	
Direct Job Expense	\$0.00	+	0.00%	\$0.00	+	0.00%	\$0.00	
Equipment Rental	\$0.00	+	0.00%	\$0.00	+	0.00%	\$0.00	

Bid Summary Report

Fargo City Hall Estimator: Ryan

Job #812

Totals	(\$3,195.77)	0.00%	(\$3,195.77)	0.00%	(\$3,195.77)
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Tax Report

	Taxed Amount	Tax Rate %	Tax Amount
Materials	\$14.13	7.50%	\$1.06
Labor	(\$288.90)	0.00%	\$0.00
Supplier Quotes	(\$2,921.00)	7.50%	(\$219.08)
SubContractors	\$0.00	0.00%	\$0.00
Direct Job Expense	\$0.00	0.00%	\$0.00
Equipment Rental	\$0.00	0.00%	\$0.00
		Total Tax:	(\$218.01)

Supplier Quotes

Name	Supplier	Tax (7.5 %)	Unit Cost	Multiplier	Amount
UPS Change	BSE	Yes	\$1,100.00	1.00	\$1,100.00
Switchgear/SPD	BSE	Yes	(\$4,021.00)	1.00	(\$4,021.00)
			Total:		(\$2,921.00)


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 Shealy Electrical Wholesalers

 Border States Electric - FGO
 605 25th St S
 Fargo ND 58103
 Phone: 701-293-5833

Quote

Page: 1 of 1

 BSE Quote: 24325241
 Sold-To Acct #: 1749
 Valid From: 05/01/2017 To: 05/08/2017
 PO No: UPS CHANGE

 Created By: Ryan Bjugstad
 Tel No: 701-476-3158
 Fax No: 701-232-7673

 Sun Elec-16686-G New Fargo City
 Job-16686-G New Fargo City Hall
 411 39th St N
 Fargo ND 58102-3972

 Inco Terms:
 FOB ORIGIN

 Payment Terms:
 1.0 % 10th prox net 25th (25)

Taxes, if applicable, are not included.

Cust Item	BSE Item	Material MFG - Description	Quantity	Price	Per	UoM	Value
	000020	- UPS CHANGE ADDER TO CHANGE UPS TO A 480V FEED 1-93PM-UPS 20-200kW 480V in, 208/120V out (3 wire in, 4 wire out) System Voltage, 50kW Rated, 100kW Frame Capacity, Standard 97% Efficiency, Firmware expandable to 100kW, 23 minutes of runtime at 50 kW, Includes 7x24 Startup, and 1 year on-site parts and labor coverage, Includes 1 year PredictPulse monitoring, Freight FOB P/S, Ppd and Invoiced Catalog No 9PF05N0005H40R2 Designation 93PM-100/50 Qty List of Materials 1 Catalog # 9PF05N0005H40R2 93PM UPS 480V in, 208/120V out (3 wire in, 4 wire out) 100kW UPS Frame 1 Catalog # 9PZABAE28010000 93PM IBC-L Battery Cabinet, 1/1 Strings/Cabinets 1 Catalog # 9PZE3S600000001 93PM IAC-D 100kW, K1, TP1, 480/208 Delta/Wye, 1 Subfeed Breaker + 4 Field Provisions, No Distribution, Top Air Exhaust	1 EA	1,100.00	/ 1	EA	1,100.00
Total Value							1,100.00

 To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

This quote has not been reviewed for compliance with the Buy American Act or the American Recovery and Reinvestment Act requirements. BSE reserves the right to amend both our bill of material and our proposal accordingly if BAA/ARRA compliance is required.



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Border States Electric Supply
Electrical Wholesale Supply of Utah | Western Extralite
Shealy Electrical Wholesalers

Border States Electric - FGO
605 25th St S
Fargo ND 58103
Phone: 701-293-5833

Quote

Page: 1 of 1

BSE Quote: 24252662
Sold-To Acct #: 1749
Valid From: 02/17/2017 To: 02/24/2017
PO No: RFP E05

Created By: Ryan Bugstad
Tel No: 701-476-3158
Fax No: 701-232-7673

Sun Elec-16686-G New Fargo City
Job-16686-G New Fargo City Hall
411 39th St N
Fargo ND 58102-3972

Inco Terms:
FOB ORIGIN

Payment Terms:
1.0 % 10th prox net 25th (25)

Taxes, if applicable, are not included.

Cust Item	BSE Item	Material MFG - Description	Quantity	Price	Per	UoM	Value
	000010	RFP E05 DEDUCT OPTION 1 KEEPING POWER METER IN LPST31 THIS IS A DEDUCT FROM ORIGINAL BID	1 EA	4,021.00	/ 1	EA	4,021.00
	000020	RFP E05 DEDUCT OPTION 2 REMOVING POWER METER FROM LPST31 THIS IS A DEDUCT FROM ORIGINAL BID	1 EA	5,253.00	/ 1	EA	5,253.00
Total Value							-9,274.00-

To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

This quote has not been reviewed for compliance with the Buy American Act or the American Recovery and Reinvestment Act requirements. BSE reserves the right to amend both our bill of material and our proposal accordingly if BAA/ARRA compliance is required.

Leah Martin

From: Joe Jenni
Sent: Monday, May 22, 2017 3:34 PM
To: Leah Martin
Subject: FW: Fargo City Hall - PRE05
Attachments: 20170512154232478.pdf

fyi

From: Tony Nelson [mailto:tony.nelson@obernel.com]
Sent: Monday, May 22, 2017 2:20 PM
To: Joe Jenni
Subject: FW: Fargo City Hall - PRE05

Joe,

I think the pricing for City Hall PR-05 is OK with this most recent submittal. We went back and forth on the UPS pricing a bit, but I think we have it straightened out now.
Thanks,



Tony Nelson, PE (ND, MN, IA)
Electrical Engineer

Obermiller Nelson Engineering
2201 12th St. N. Suite E, Fargo, ND 58102

O: (701) 280-0500
D: (701) 551-5707
W: www.obernel.com



From: Tyler Wanzek [mailto:twanzek@suninc.us]
Sent: Monday, May 22, 2017 1:47 PM
To: Tony Nelson <tony.nelson@obernel.com>
Subject: FW: Fargo City Hall - PRE05

Tony,

Have you had a chance to review the updated pricing on PR E05? I would like to get the gear released ASAP.

Thanks,

Tyler Wanzek
Sun Electric, Inc.
411 39th St NW

Fargo, ND 58104
Office: 701-281-9140
Cell: 701-361-2674

From: Tyler Wanzek [<mailto:twanzek@suninc.us>]
Sent: Friday, May 12, 2017 4:15 PM
To: 'Tony Nelson' <tony.nelson@obernel.com>; 'Joe Jenni' <joej@tlstroh.com>
Subject: RE: Fargo City Hall - PRE05

Attached is revised pricing for PRE05 with the corrected UPS pricing. Please call with any questions.

Thank you,

Tyler Wanzek
Sun Electric, Inc.
411 39th St NW
Fargo, ND 58102
Office: 701-281-9140
Cell: 701-361-2674

From: Tony Nelson [<mailto:tony.nelson@obernel.com>]
Sent: Monday, May 08, 2017 3:25 PM
To: Tyler Wanzek <twanzek@suninc.us>; 'Joe Jenni' <joej@tlstroh.com>
Subject: RE: Fargo City Hall - PRE05

Ok, thanks.



Tony Nelson, PE (ND, MN, IA)
Electrical Engineer

Obermiller Nelson Engineering
2201 12th St. N. Suite E, Fargo, ND 58102

O: (701) 280-0500
D: (701) 551-5707
W: www.obernel.com



From: Tyler Wanzek [<mailto:twanzek@suninc.us>]
Sent: Monday, May 8, 2017 3:20 PM
To: Tony Nelson <tony.nelson@obernel.com>; 'Joe Jenni' <joej@tlstroh.com>
Subject: RE: Fargo City Hall - PRE05

Page 175
I have not heard anything new, but I do believe that Ryan at BSE is on vacation. I will call Shawn, our account manager, and see if he can get it to me.

Thanks,

Tyler Wanzek
Sun Electric, Inc.
411 39th St NW
Fargo, ND 58102
Office: 701-281-9140
Cell: 701-361-2674

From: Tony Nelson [<mailto:tony.nelson@obernel.com>]
Sent: Monday, May 08, 2017 3:14 PM
To: Tyler Wanzek <twanzek@suninc.us>; 'Joe Jenni' <joej@tlstroh.com>
Subject: RE: Fargo City Hall - PRE05

Tyler,

Did you hear anything back from BSE on the pricing? I talked with Eaton about this later last week, and cleared up some confusion on this. They submitted new pricing last week to me and BSE but I haven't seen how that affects the PR pricing.

Thanks,



Tony Nelson, PE (ND, MN, IA)
Electrical Engineer

Obermiller Nelson Engineering
2201 12th St. N. Suite E, Fargo, ND 58102

O: (701) 280-0500
D: (701) 551-5707
W: www.obernel.com



From: Tyler Wanzek [<mailto:twanzek@suninc.us>]
Sent: Tuesday, May 2, 2017 9:51 AM
To: Tony Nelson <tony.nelson@obernel.com>; 'Joe Jenni' <joej@tlstroh.com>
Subject: RE: Fargo City Hall - PRE05

Attached is revised PR-E05 pricing to include the UPS changes.

Tyler Wanzek
Sun Electric, Inc.

411 39th St NW
Fargo, ND 58102
Office: 701-281-9140
Cell: 701-361-2674

From: Tony Nelson [<mailto:tony.nelson@obernel.com>]
Sent: Tuesday, May 02, 2017 8:32 AM
To: Tyler Wanzek <twanzek@suninc.us>; 'Joe Jenni' <joej@tlstroh.com>
Subject: RE: Fargo City Hall - PRE05

Adder? I'm going to have to follow up on that. I don't know how it can be an adder. It's the exact same UPS that we had before except we deleted an input transformer.



Tony Nelson, PE (ND, MN, IA)
Electrical Engineer

Obermiller Nelson Engineering
2201 12th St. N. Suite E, Fargo, ND 58102

O: (701) 280-0500
D: (701) 551-5707
W: www.obernel.com



From: Tyler Wanzek [<mailto:twanzek@suninc.us>]
Sent: Tuesday, May 2, 2017 8:22 AM
To: 'Joe Jenni' <joej@tlstroh.com>
Cc: Tony Nelson <tony.nelson@obernel.com>
Subject: RE: Fargo City Hall - PRE05

Ryan at Border States just responded to the question below about the changes to the UPS. He is saying that they had not included the costs for the voltage changes to the UPS. It is an adder of \$10,438.00. I will need to revise the price for PR-E05.

Tyler Wanzek
Sun Electric, Inc.
411 39th St NW
Fargo, ND 58102
Office: 701-281-9140
Cell: 701-361-2674

From: Joe Jenni [<mailto:joej@tlstroh.com>]
Sent: Tuesday, April 11, 2017 9:39 AM

To: twan@st177c.us

Cc: Tony Nelson (tony.nelson@obernel.com) <tony.nelson@obernel.com>

Subject: FW: Fargo City Hall - PRE05

Tyler,

Can you address Tony comment below regarding PR E05?

Thanks

Joseph Jenni, AIA



701.239.4198—OFFICE

701.239.9643—FAX

8 Seventh Street N Fargo, ND 58102

www.tlstrohm.com

Follow us:



From: Tony Nelson [<mailto:tony.nelson@obernel.com>]

Sent: Tuesday, February 21, 2017 10:52 AM

To: Joe Jenni

Subject: RE: Fargo City Hall - PRE05

Joe,
That looks OK. The only thing that I don't see is a deduct from the UPS manufacturer to go to a 480V input in lieu of a 208V input (although I'm not even sure if there would be a deduct for that or not). Maybe Sun Electric could just confirm if there is a deduct available for that.

Thanks,



Tony Nelson, PE (ND, MN, IA)
Electrical Engineer

Obermiller Nelson Engineering

O: (701) 280-0500

D: (701) 551-5707

W: www.obernel.com



From: Joe Jenni [<mailto:joej@tlstroh.com>]
Sent: Tuesday, February 21, 2017 9:39 AM
To: Tony Nelson <tony.nelson@obernel.com>
Subject: Fargo City Hall - PRE05

Tony,

Can you review the attached?

Thanks

Joseph Jenni, AIA



701.239.4198—OFFICE

701.239.9643—FAX

8 Seventh Street N Fargo, ND 58102

www.tlstroh.com

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REPORT OF ACTIONUTILITY COMMITTEE

(32)

Project No. WA1510

Type: Bid Advertisement
Sheyenne River Pump Station

Location: Sheyenne River Pump Station

Date of Hearing: 5/25/17

<u>Routing</u>	<u>Date</u>
City Commission	<u>Est. 6/19/17</u>
Project File	<u> </u>

Troy Hall, Water Utility Director, presented the attached report to Utility Committee members regarding bid advertisement for Project WA1510, reliability upgrades at the Sheyenne River Pump Station (SRPS). The bid documents – plans and specification – are nearing completion for this project. A goal for this project is to construct a new electrical building to meet current codes prior to the upcoming winter. Then, inside work can be completed in the winter. This should allow for an economical bid price and pump station construction to be completed in conjunction with Membrane Water Treatment Plant (MWTP) startup.

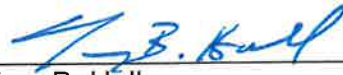
The SRPS reliability upgrade is a 'Regionalization' project and eligible for 60 percentage cost-share (grant) funding from the State Water Commission for construction. The estimated construction cost for the SRPS reliability upgrade is \$3.09 million. The City of Fargo share of the construction costs will be paid with Infrastructure Sales Tax (Fund 450) as shown in the 2017 budget for the Water Utility.

MOTION:

On a motion by Bruce Grubb, seconded by Ben Dow, the Utility Committee voted to allow bid advertisement for Project WA1510, the Sheyenne River Pump Station reliability upgrades.

<u>COMMITTEE:</u>	<u>Present</u>	<u>Yes</u>	<u>No</u>	<u>Unanimous</u>
				<u>X</u>
				<u>Proxy</u>
Anthony Gehrig, City Commissioner				
Mark Bittner, Director of Engineering				
Kent Costin, Director of Finance		X		
Mark Peterson, Water Plant Supt.		X		
Don Tucker, Wastewater Plant Supt.		X		
Bruce Grubb, City Administrator		X		
Scott Liudahl, City Forester		X		
Terry Ludlum, Solid Waste Utility Director		X		
James Hausauer, Wastewater Util. Director		X		
Troy Hall, Water Utility Director		X		
Ben Dow, Public Works Operations Director		X		
April Walker, City Engineer		X		

ATTEST:


 Troy B. Hall
 Water Utility Director

C: Tim Mahoney, Mayor
 Commissioner Strand
 Commissioner Piepkorn
 Commissioner Grindberg



Fargo Water Treatment Plant
 435 14th Avenue South
 Fargo, North Dakota 58103
 Phone (701) 241-1469
 FAX (701) 241-8110

MEMORANDUM

May 23, 2017

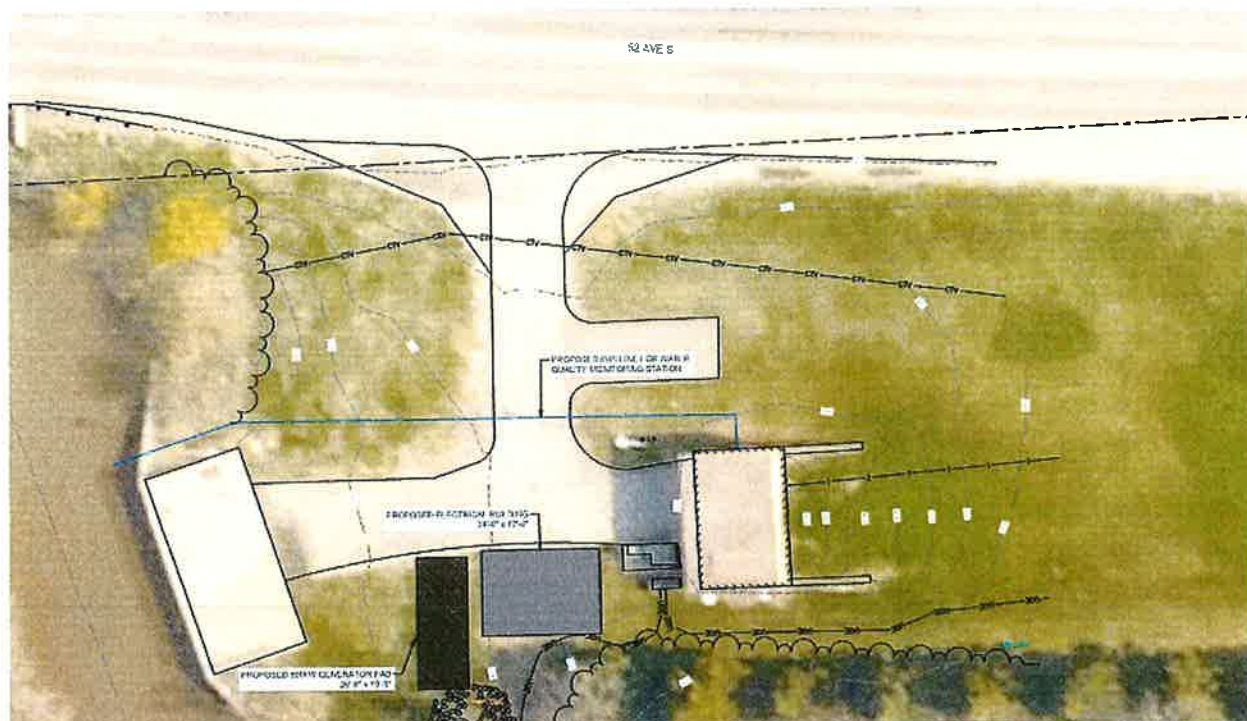
To: Utility Committee

From: Troy B. Hall, Water Utility Director **T B H**

Re: Project WA1510 Bid Advertisement – Sheyenne River Pump Station Reliability

Introduction

Attached, please find a draft bid advertisement for Sheyenne River Pump Station Improvements. This project is a 'Regionalization' project and eligible for North Dakota State Water Commission (SWC) cost-share (grant) funding. The final design is nearing completion and will soon be ready for bidding. Water Utility staff is asking permission to advertise this project. From a timeline perspective, the goal is to have the new electrical building in place prior to winter. Then, inside work can be completed throughout the winter.



View of Sheyenne Pump Station Site – Improvements will include a new electrical building, new pumps, and an electrical generator (bid alternate).

Background

The Sheyenne River Pump Station (SRPS) is in poor condition, especially regarding the electrical equipment and SCADA communications. Currently, Water Treatment Plant (WTP) staff need personnel stationed at both the WTP and SRPS to start up pumps when using the Sheyenne River. Electrical equipment failures and control system communication issues are common.

On August 7, 2013, the Utility Committee approved Task Order #62 with AE2S for Facility Plan work with the SRPS. The City Commission approved AE2S Task Order #78 on August 17, 2015 for the design of SRPS reliability improvements. The design is near completion and bidding documents will be ready for advertisement to take place in June, 2017. From a timeline perspective, Water Utility staff would like to see the new electrical building enclosed this fall to facilitate winter construction of the new pumps and electrical equipment. The more reliable SRPS is targeted to be in service for the 2018 summer season and in conjunction with startup of the Membrane Water Treatment Plant (MWTP).

The design task order was approved in 2015. The SRPS project was delayed for a couple of reasons. First, the water service agreement with West Fargo was approved on July 20, 2015. The construction of the booster stations to serve West Fargo became the priority over the SRPS improvements. Some of the same AE2S design team staff have been involved in both of these important projects. Second, the 30-inch pipeline from the SRPS to the Water Treatment Plant (WTP) has exhibited higher friction and greater head loss than theoretically expected for the pipe material upon initial testing.

Further pipe testing and investigation into potential causes of the increased head loss was needed. In the end, it was determined that the increased friction was continuous through the 30-inch pipe as water travels along the 9-mile stretch. There were no obstructions or closed valves that caused the added head loss. Therefore, pumping capacity from the SRPS will not quite meet the MWTP needs for over 18 million gallons per day (MGD) at the front of the plant to get 15 MGD at the end of the MWTP process.

The SRPS improvements are listed as a 'Regionalization' project and eligible for North Dakota State Water Commission (SWC) cost-share (grant) funding. The SWC will pay 60% of the construction costs.

Plan of Financing

This project will be paid for with SWC cost-share (grant) funding. The City share will be paid through a State Revolving Fund (SRF) loan with Infrastructure Sales Tax (Fund 450). Funding for the SRPS improvements is in the 2017 and 2018 Capital Improvement Plan (CIP).

Your consideration in this matter is greatly appreciated.

SUGGESTED MOTION:

Approve bid advertisement Project WA1510 – Sheyenne River Pump Station Improvements.

SECTION 00 11 13 – ADVERTISEMENT FOR BIDS
Sheyenne River Pump Station Improvements
CITY OF FARGO PROJECT No. WA1510

NOTICE IS HEREBY GIVEN, that the City of Fargo, North Dakota, will receive sealed Bids at Fargo City Auditor's Office until July 19th, 2017 at the hour of 11:30 a.m. local time for the purpose of furnishing all materials, labor, equipment and skill required for the construction of the Sheyenne River Pump Station Improvements, and incidental items, for said City, as is more fully described and set forth in the Plans and Specifications which are now on file in the office of the City Engineering Department. Bids will be opened in the Lobby of Centennial Hall, located at 207 4th Street North, at 11:30 a.m. local time and read aloud. A pre-bid conference will be held at 10:00 a.m. on July 12th, 2017 in the lower level of the Fargo Civic Center (Room A), 207 4th Street North, Fargo, ND 58102. Contractor attendance of the pre-bid conference will be optional.

Bids shall be mailed or delivered to City Auditor, City of Fargo, 200 3rd Street North, Fargo, ND 58102.

The Work is comprised of three (3) Contracts: Contract No. 1 – General Construction; Contract No. 2 – Mechanical Construction; and Contract No. 3 – Electrical Construction. Individual Bids will be received for each Contract as well as Contract No. 4 – Combined General, Mechanical, and Electrical Construction which is a combined Bid for Contracts 1, 2, and 3. The Owner will not accept a combined Bid unless that Bid is lower than the combined total of the lowest and best Bids for the separate Contracts. The Work for each Contract is described as follows:

Contract No. 1 – General Construction: Work generally includes construction of a new building 24 feet by 17 feet 4 inches consisting of, but not limited to: cast-in-place concrete foundation and mat slab, brick and block walls; and precast roof. Additional work items generally include removing and replacing existing vertical turbine pumps; interior process piping, valves, and submersible sump pump with new equipment along with structural modifications to the pump station operations floor, walls, and roof. Other items include installation of multiple sump pumps, manhole for dry-pit submersible pump, wash-down spray systems in the pump station wetwell and intake structure, a river intake screen, and site piping from the Sheyenne River to the Sheyenne River Pump Station.

Contract No. 2 – Mechanical Construction: Work generally includes, but not limited to: HVAC, plumbing, and other mechanical equipment including building heating, ventilation, air conditioning, water piping, and mechanical appurtenances.

Contract No. 3 – Electrical Construction: Work generally includes all electrical, instrumentation and controls construction associated with improvements to the existing Sheyenne River Pump Station consisting of, but not limited to: disconnection and removal of existing pump station electrical equipment (padmount XFMR, MCC, lighting panels, lights, etc); utility coordination to install new padmount XFMR; (1) 2000 amp SUSE main circuit breaker; (1) 800 kW standby diesel generator; (1) 2000 amp open transition automatic transfer switch; (1) 2000A distribution switchboard; (1) 800hp & (1) 500hp "Clean Power" VFDs;

Fargo, North Dakota
Sheyenne River Pump Station Improvements

(1) LV XFRM and (2) lighting panels; building lighting; access control/security; SCADA control system, controls panels, (1) water quality station and other miscellaneous instrumentation. Some equipment noted above is Owner furnished as defined in the Contract Documents.

Contract No. 4 – Combined General, Mechanical, and Electrical Construction: Construction consisting of the Work described under Contract No. 1 – General Construction, Contract No. 2 – Mechanical Construction, and Contract No. 3 – Electrical Construction.

All bids shall be contained in a sealed envelope plainly marked showing that such envelope contains a Bid for the Project. Refer to Section 00 21 13, for preparation of bid information.

Attached to the outside of the bid envelope must be a separate envelope containing a list of all addenda to the plans and specifications and an acknowledgement by the bidder of receipt of such addenda. The separate envelope shall also contain a bidder's bond in the amount of 5% of the full amount of the bid executed by the bidder as principal and by a surety, conditioned that if the principal's bid is accepted and the contract awarded to the principal, the principal, within 10 days after notice of award shall execute a contract in accordance with the terms of the bid and a contractor's bond as required by law and the regulations and determinations of the governing body. Countersignature of a bid bond is not required under this section.

All bidders, except a bidder on a municipal, rural, and industrial water supply project authorized for funding under Public Law No. 99-294 [100 Stat. 426; 43 U.S.C. 390a], must be licensed for the full amount of the bid, as required by Section 43-07-05. A copy of the Contractor's License or Certificate of Renewal thereof, issued by the Secretary of State, **must** be enclosed in the bid bond envelope as required under Section 43-07-12.

Bidders on this Work will be required to comply with the President's Executive Order No. 11246, as amended. The requirements for Bidders and Contractors under this order are explained in the Specifications.

Contracts shall be awarded on the basis of the low Bid submitted by a qualified, responsible, and responsive Bidder deemed most favorable to the City's interest.

The City of Fargo reserves the right to reject any and all Bids, to waive any informality in any Bid, to hold all Bids for a period not to exceed sixty (60) days from the date of opening Bids.

The Work on the project shall be Substantially Complete no later than June 29, 2018, and ready for Final Payment no later than August 31, 2018.

All Work shall be done in accordance with the Bidding Documents on file in the Office of the City Engineering Department, 200 3rd Street North, Fargo, North Dakota 58102. Complete digital project bidding documents are available at www.AE2S.com or www.questcdn.com. You may download the digital plan documents for Fifty Dollars (\$50.00) by inputting Quest project #5189344 on the website's Project Search page. Please contact QuestCDN.com at

Fargo, North Dakota
Sheyenne River Pump Station Improvements

952-233-1632 or info@questcdn.com for assistance with free membership registration, downloading and working with this digital project information. Copies of the Plans and Specifications and other Bidding and Contract Documents may be obtained from Advanced Engineering and Environmental Services, Inc. (AE2S), 4170 28th Avenue South Fargo, ND 58104 for a **NON-REFUNDABLE** charge of Three Hundred Fifty Dollars (\$350.00) for each paper set of documents requested or Sixty Dollars (\$60.00) for each electronic copy (CD) of documents requested.

Copies of the Bidding Documents may be seen and examined at the offices of the Engineer, Advanced Engineering and Environmental Services, Inc. (AE2S), and at Builders Exchanges in Bismarck, Minot, Grand Forks, Fargo, Sioux Falls, and Minneapolis. All bidding document interpretations and clarifications should be directed to the office of Advanced Engineering and Environmental Services, Inc. (AE2S) at (701) 364-9111.

All Bidders are invited to be present at the public opening of the Bids.

Dated this 19th day of June, 2017
Publish, 6-26-17, 7-3-17, and 7-10-17.

By: /s/ Steve Sprague, City Auditor
Fargo, North Dakota

Fargo, North Dakota
Sheyenne River Pump Station Improvements

June 19, 2017

Honorable Board of City Commissioners
City of Fargo
200 3rd Street North
Fargo, North Dakota 58102

RE: Project WW1402-10-Bid Award
Broadway Interceptor SSO Reduction Project

Dear Commissioners:

Bids were opened at 11:30 AM on Wednesday June 14, 2017 for the installation of a sanitary sewer force main associated with the Broadway Interceptor SSO Reduction Project. This project is designed to reduce hazards associated with sanitary sewer overflows and sewer backup along the Broadway Interceptor.

The bids were as follows:

<u>Contractor</u>	<u>Bid Package #1 (Slip-lining)</u>	<u>Bid Package #2 (Open-Cut)</u>
Dakota Underground	No Bid	\$1,094,054.50
Geislinger and Sons	No Bid	\$1,047,755
Master Construction	No Bid	\$756,785
Minger Construction	\$1,686,307	\$1,599,562
Tom's Backhoe	\$1,253,465	\$1,184,965
Engineers Est.	\$1,200,000	\$1,100,000

The Wastewater Utility recommends award to the apparent low bid from Master Construction for \$756,785 for Bid Package #2. Based on the FEMA funding formula the City will be responsible for 15% of the costs or \$113,518 with funding coming from the Wastewater Infrastructure Sales Tax Fund 455.

Recommended Motion

Concur with AE2S recommendation and award the construction contract to Master Construction as the lowest and best bid for Project WW1402-10

Respectfully Submitted,



Jim Hausauer
Wastewater Utility Director



June 14, 2017

James Hausauer
Wastewater Utility Director
City of Fargo
3400 N. Broadway
Fargo ND 58102

Re: **Fargo Broadway Interceptor SSO Reduction – Segment 10 Force Main
Engineer's Recommendation
Fargo Wastewater Project WW1402-10**

Bids were received and opened at 11:30 a.m. on Wednesday, June 14, 2017 at the Lobby of Centennial Hall for the above referenced project. A total of five (5) sealed bids were submitted, all of which were opened and read aloud. Segment 10 is the 12th segment of the Fargo Broadway Interceptor SSO Reduction Force Main project to be bid to date.

The project was bid with two (2) Bid Packages with each as one (1) unit-price General Construction contract. Bidders were allowed to bid on either Bid Package, which consisted of a sliplining option and an open-cut option. The successful bidder would be the lowest responsible bid on either Bid Package. The Bid results are shown in Table 1.

Table 1: Fargo Broadway Interceptor SSO Reduction-Segment 10 Force Main Bid Results

Contractor	Bid Package No. 1 - Sliplining	Bid Package No. 1 - Open-Cut
Dakota Underground	No Bid	\$1,094,054.50
Geislinger and Sons	No Bid	\$1,047,755.00
Master Construction	No Bid	\$756,785.00
Minger Construction	\$1,686,307.00	\$1,599,562.00
Tom's Backhoe	\$1,253,465.00	\$1,184,965.00
Engineer's Estimate	\$1,200,000.00	\$1,100,000.00

Based on the bids received, the apparent low bidder was Master Construction Co. in the amount of \$756,785.00. AE2S has reviewed the bid results, conferred with City Engineering Staff and Master Construction Co. on current workload of City of Fargo projects, and recommends that the City of Fargo award contract to the apparent low bidder.

This project is part of FEMA's Hazard Mitigation Grant Program (HMGP) and receives 85 percent grant funding. The City will be responsible for 15 percent of the construction costs, or \$113,518.00.

Included with this letter are the copies of the low certified Bid proposal and one (1) copy of the Notice of Award for review by the City attorney and execution, if acceptable. Also attached, please find one (1) copy of the Bid Tabulation.

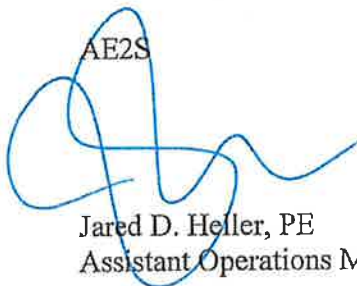
Once the City executes the Notice of Award, please return it to AE2S. AE2S will forward the Notice of Award and the Construction Agreement to the awarded Contractor. The successful Contractor is required to acknowledge the Award, execute the Agreement (on their part), and return both with the required supporting documentation (Performance and Payment bonds, insurance certificates, tax clearances, etc.) by June 28, 2017. Upon receipt of the returned documentation, they will be reviewed and forwarded to the City for review and final execution at the City Commission meeting on July 3, 2017.

Once the agreements are fully executed, AE2S will assemble and distribute complete Contract Document sets to all parties, schedule and administer a pre-construction conference, and issue the Notice to Proceed.

Thank you for the opportunity to assist the City of Fargo with this important project. Should you have any comments or questions regarding the bid results or the project in general, please do not hesitate to contact me at (701) 364-9111.

Respectfully Submitted,

AE2S

A handwritten signature in blue ink, appearing to be "Jared D. Heller", is written over the printed name and title.

Jared D. Heller, PE
Assistant Operations Manager

Attachments



Broadway Interceptor SSO Reduction Segment 10 Force Main
 Fargo, ND
 P00803-2014-000, City Project #1402-10
 Bid Opening 11:30 AM, June 14, 2017

Contractor	Acknowledge Addenda 1 and 2	Bid Bond	Contractor's License	TOTAL BID FOR BID PACKAGE NO. 1 - SLIPLINING	TOTAL BID FOR BID PACKAGE NO. 2 - Open Cut Option
1 Master Construction, Inc.	✓	✓	✓	NO BID	\$756,785.00
2 Geislinger and Sons, Inc.	✓	✓	✓	NO BID	\$1,047,755.00
3 Dakota Underground Co.	✓	✓	✓	NO BID	\$1,097,054.50
4 Tom's Backhoe Service	✓	✓	✓	\$1,253,465.00	\$1,184,965.00
5 Minger Construction Co.	✓	✓	✓	\$1,686,307.00	\$1,599,562.00
Engineer's Estimate				\$1,200,000.00	\$1,100,000.00

Respectfully Submitted by:

Jared D. Heller, PE



Advanced Engineering and Environmental Services, Inc.
 4170 28th Ave S
 Fargo, ND 58104
 Tel: 701-364-9111
 Fax: 701-364-9979

SECTION 00 51 00 – NOTICE OF AWARD

DATE: June 19, 2017

TO: Master Construction, Inc.
1572 45th St. N.
Fargo, ND 58102

PROJECT: Broadway Interceptor SSO Reduction – Segment 10 Force Main
City Project WW 1402-10
Fargo, North Dakota

CONTRACT FOR: Bid Package No. 2 – Open Cut

You are notified that your Bid dated June 14, 2017 for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a contract for all work under the above referenced project.

The Contract Price of your contract is Seven hundred fifty-six thousand, seven hundred eighty-five dollars and no cents (\$ 756,785.00).

Four (4) copies of the proposed Agreement accompany this Notice of Award.

You must comply with the following conditions precedent by June 28, 2017.

1. You must, immediately, deliver to the Engineer four (4) signed copies of this Notice acknowledging its receipt.
2. You must deliver to the Engineer four (4) fully executed counterparts of the Agreement including all the Contract Documents.
3. You must deliver with each executed Agreement, Performance and Payment Bonds as specified in the Instructions to Bidders (Paragraph 20), and General Conditions (Paragraph 5.1).
4. You must deliver with each executed Agreement, Certificates of Insurance as specified in the General Conditions (Paragraph 5.04) and Supplementary Conditions (Paragraph SC-5.04).

Please note the requirements of Article 5 of the General Conditions. The Certificate of Insurance **MUST** include provision for 30 days prior written notice prior to cancellation. "Will Endeavor to Mail" is not acceptable. Crossing out or X-ing over the words "endeavor to" will not be acceptable. Failure to comply with the required cancellation provision will cause the contracts to be rejected and will delay Notice to Proceed.

Fargo, North Dakota
Broadway Interceptor SSO Reduction – Segment 10 Force Main

5. You must deliver with each executed Agreement, Current Workmen's Compensation Certificate of Premium Paid.
6. You must deliver with each executed Agreement, Contractor's Certificate of North Dakota Income and Sales Tax Clearance.

After execution of the Agreement, please send all copies of the Contract, along with the above items to the Engineer, **Advanced Engineering and Environmental Services, Inc. (AE2S)**, 4170 28th Avenue South, Fargo ND 58104.

Failure to comply with these conditions within the time specified will entitle Owner to consider your bid in default, to annul this Notice of Award, and to declare your Bid Security Forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement with the Contract Documents attached.

City of Fargo, ND
Owner

By: _____
Authorized Signature

Title: _____

ACCEPTANCE OF AWARD

Contractor

By: _____

Title: _____

Date: _____

Fargo, North Dakota
Broadway Interceptor SSO Reduction – Segment 10 Force Main

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Project No. FM-15-J0

Type: Contract Amendment #2

(3A)

Location: Belmont Area Phase 1 & 2

Date of Hearing: 6/12/2017

RoutingDate

City Commission

6/19/2017

PWPEC File

X

Project File

Jody Bertrand

The Committee reviewed the accompanying correspondence from Division Engineer, Jody Bertrand, related to a Contract Amendment submitted by HDR Engineering in the amount of \$43,638.00 bringing the total contract amount to \$936,597.00. The additional costs covered in this request are related to the additional design and engineering costs pertaining to development of flood control alternatives for the water intake, as well as additional analysis pertaining to two properties located at 1458 and 1502 to try to identify options for floodwalls, consultation with utility companies, identification of existing utilities not in the City's GIS system that could be impacted by the project, and development of laydown areas to facilitate construction.

Staff is recommending approval.

On a motion by Tim Mahoney, seconded by Bruce Grubb, the Committee voted to recommend approval of the Contract Amendment #2.

RECOMMENDED MOTION

Approve Contract Amendment #2 for HDR in the amount of \$43,638.00 for Project No. FM-15-J0, Belmont Area Phase 1 & 2, bringing the total contract amount to \$936,597.00.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: Flood Sales Tax (460)

Developer meets City policy for payment of delinquent specials
 Agreement for payment of specials required of developer
 Letter of Credit required (per policy approved 5-28-13)

Yes	No
N/A	
N/A	
N/A	

COMMITTEE

Tim Mahoney, Mayor
 Jim Gilmour, Director of Planning
 Steve Dirksen, Fire Chief
 Mark Bittner, Director of Engineering
 Bruce Grubb, City Administrator
 Ben Dow, Director of Operations
 Steve Sprague, City Auditor
 April Walker, City Engineer
 Kent Costin, Finance Director

Present	Yes	No	Unanimous
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ATTEST:

C: Jen Graphenteen


 April E. Walker, P.E., C.F.M.
 City Engineer



Memorandum

To: Members of PWPEC
From: Jody Bertrand, Division Engineer *gjb*
Cc: April Walker
Date: June 12, 2017
Re: Project FM-15-J0, Lift Station #13 – Belmont Area Phase 1 & 2 Areas
Lindenwood Park Entrance
Contract Amendment #2 Request

Background:

This contract amendment covers three main items for which HDR Engineering has incurred additional costs during the performance of their duties. The first is the additional staff time required for the evaluation and coordination between engineers and water department staff for the possible design options available for the water intake structure along 4th Street South at 13th Avenue. A draft report will be forth coming to PWPEC for review and filing in the near future. Continued coordination has been taking place with AE2S, who is presently working for the Water Department to help coordinate our efforts for flood control and the water intake improvements desired by the water treatment plant. The cost for this work is \$9,815.00.

The second component of services provided by HDR was for the added design and engineering for additional possible flood mitigation efforts (sheet pile, floodwall) for the properties located at 1458 & 1502 South River Road. Additional engineering, Historical Society, City Commission and homeowner meeting were attended to evaluate the options and associated cost estimates for those alternatives. The cost for this work is \$15,893.00.

The third item requested under contract amendment #2 is for additional services provided to investigate existing utilities not identified in our GIS data base but, which will be impacted by the construction activities along with the identification and coordination for the laydown area, which is not directly adjacent to the construction site but will be needed for materials storage and staging. Additional coordination was also required with Excel energy for power identification and future relocations. The cost for this work is \$17,930.00.

The proposed contract amendment #2 provided by HDR totals \$43,638.00, which is a sufficient amount to cover the additional design and engineering costs of the above identified items.

An attached letter provided by HDR Engineering is attached to this memo.

Recommended Motion:

Approve Contract Amendment #2 with HDR Engineering in the amount of \$43,638.00 for additional work associated with the additional engineering and design work along with coordination efforts as described above.

JRB/kdv
Attachment

Belmont Work Log										
Date		Task	Personnel	PM	Eng V	Eng IV	ASME	CADD IV	Subtotal	
			2015 Rates (included in proposal)	Demmons	Krogman	Johnson	Anderson/Erickson	Siegrifed		
				\$ 195	\$ 160	\$ 145	\$ 170	\$ 120		
1	10/24/2016	Belmont levee proposed alignment & geotechnical discussion with Jody Bertrand	Ken Demmons, Glen Krogman	1.5	1			8		
2	10/14/2016	Design clarifications call with Rob Hasey	Ken Demmons, Mike Johnson	1		4				
3	10/25/2016	PWPEC meeting	Ken Demmons, Glen Krogman	1.5	1				\$ 453	
4	11/10/2016	the WTP Intake PS TM per Bruce Grubb's request at 10/31/2016 PWPEC meeting	Ken Demmons, Glen Krogman	3	2				\$ 905	
5	11/2016 - 1/2017	pumps during high water events and discuss flood protection measures in 2009/2011 for inclusion in report, drain tile pipes into SWMH at corner of 17th Ave S & 5th St S, additional coordination with Xcel for demo of	Ken Demmons, Al Erickson	6	12	24		4	\$ 7,650	
6	12/2016 - 3/2017	LS-433 - Sidewalk modifications on west side of 5th Street. Work includes at the request of CDF staff: demo of existing sidewalk, regrading and design of new sidewalk and ramps low with City standards; demolition and relocation of storm sewer inlet; demolition and relocation of drain tile and demolition; relocation and extension of 12" sewer. Work also included updates to quantity and removal sheets, detail sheets, plan and profile and updates to S&B notes.	Ken Demmons, Mike Johnson, Glen Siegrifed	4		24		32	\$ 8,100	
7	3/2017 - 3/2017	readable), prepared & printed copies	Ken Demmons, Glen Krogman	6	2				\$ 1,490	
8	1/5/2017	Meeting at COF Engineering Conference Room with Jody Bertrand, April Walker, John Stern, KD, GK	Ken Demmons, Glen Krogman	3	2				\$ 905	
9	1/6/2017	Submitted Memo to April & Jody for Concept Floodwall Design at Stern Property	Ken Demmons, Glen Krogman, Scott Anderson (Denver)	2	12	16			\$ 5,030	
10	1/11/2017	Preparation, attendance and sheet pile discussion at Historical Commission Meeting	Glen Krogman		6				\$ 960	
11	1/17/2017	Additional effort to respond to Mayor's 12/19/2016 e-mail regarding preliminary layout of floodwalls for Cole and Stern properties and preliminary cost estimates. Also evaluated piling cost and proximity to house foundation and future liabilities of potential FW construction (construction close to a residence, the potential of geotechnical instability, drainage between the residence and the floodwall, difficult access on the protected side of the floodwall due to proximity of the house and steep side slope and precedence set by the City protecting one house.	Ken Demmons, Glen Krogman, Stanley	6	16	4			\$ 4,410	
12	12/2016 - 1/2017	FOIA request - Researched files (paper and electronic) for FOIA request on Cole property	Ken Demmons, Glen Krogman	4	6				\$ 1,740	
13	1/2017	numbers in regards to floodwall estimate.	Ken Demmons, Glen Krogman	3	2				\$ 905	
14	1/5/2017	WTP Intake Structure TM meeting with Jody Bertrand and Troy Hall	Ken Demmons, Glen Krogman	2	1				\$ 550	
15	2/24/2017	Underwood: Work included design of 10 ft wide sidewalk, redesign of grading and street elevation in the	Ken Demmons, Mike Johnson, Glen Siegrifed	2		32		40	\$ 9,830	
16	3/2017	WTP Intake Structure TM meeting with Bruce Grubb, Jody Bertrand, WTP Staff and AE2S staff	Ken Demmons, Glen Krogman	2	2				\$ 710	
17	3/19/2017			51	65	84	44	116	\$ 43,638	
Total Hours										

Intake Structure Design	\$ 9,815
Buyout	\$ 15,893
Staging, Coordination, Utilities, Laydown	\$ 17,930
	\$ 43,638 Updated Request

37a

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. SL-17-E Type: CIP Revision

Location: University Drive to 12th St
between 2nd and 4th Ave N Date of Hearing: 2/6/2017

<u>Routing</u>	<u>Date</u>
City Commission	6/19/17
PWPEC File	X
Project File	Jeremy Gorden, Chad Shumake

The Committee reviewed a communication from Transportation Division Engineer, Jeremy Gorden regarding a recommendation to add a project to the 2017 CIP.

Staff has received a request for street lights on 12th Street from a property owner. This part of town has changed in character. It has evolved from Single Family to Multi Family and Public Institution uses. In evaluating the request, staff is recommending that a project be created for a larger area as outlined in the location above. Upon discussion from the Committee, it was determined the Jeremy would evaluate the area to the west of University Drive as well prior to forwarding the project to Commission and if other dark areas are found they will be added to this project.

On a motion by Jim Gilmour, seconded by Steve Sprague, the Committee voted to add Improvement District No. SL-17-E to the 2017 CIP.

RECOMMENDED MOTION

Concur with the findings of PWPEC and approve the creation of Improvement District No. SL-17-E for implementation in 2017.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: N/A

Developer meets City policy for payment of delinquent specials
Agreement for payment of specials required of developer
Letter of Credit required (per policy approved 5-28-13)

Yes	No
N/A	
N/A	
N/A	

COMMITTEE

Tim Mahoney, Mayor
Jim Gilmour, Director of Planning
Steve Dirksen, Fire Chief
Mark Bittner, Director of Engineering
Bruce Grubb, City Administrator
Ben Dow, Director of Operations
Steve Sprague, City Auditor
April Walker, City Engineer
Kent Costin, Finance Director

Present	Yes	No	Unanimous
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ATTEST:


April E. Walker, P.E., C.F.M.
City Engineer

February 2, 2017

To: Members of PWPEC

From: Jeremy M. Gorden, PE, PTOE *JMG*
Division Engineer-Transportation

Subject: Request for Street Lighting Project

I have attached a request from Deb Wendel Daub with the Kilbourne Group asking for the City to install new street lights on 12th Street between 3rd and 4th Avenues N and from University Drive to 12th Street. Staff supports this request, but would like to take this opportunity to create a larger project that would add new street lights west of the Post Office to University Drive, and from 2nd Avenue N to 4th Avenue N (please refer to attached map). With the redevelopment that is occurring in this area, and the transformation of the neighborhood from a quiet one with few residents to one that has multiple apartment buildings being built, as well as the two NDSU classroom buildings in the area, we feel now is the appropriate time to create this larger project. If approved, this project could be designed, bid and installed this year.

Recommended Motion

Approve the project requested and add it to the 2017 CIP.

JMG/jmg
Attachments



Kilbourne Group
210 Broadway, Suite 300
Fargo, ND 58102
p: (701) 237-2279
e: info@kilbournegroup.com
www.kilbournegroup.com

March 3, 2016

Via e-mail

City of Fargo – Engineering Department
April Walker
200 3rd Street North
Fargo, North Dakota 58102

Dear Ms. Walker,

Kilbourne Group would like to request street light improvements adjacent to our Woodrow Wilson project. Currently, there are no street lights along 3rd Ave N, and 12th St N has only two pole mounted lights. We would prefer to have the same 16' lights used on 4th Ave be installed on 3rd Ave and 12 St. We feel a 16' light is more appropriate scale for a neighborhood and would also reduce glare into the residential units. In addition, we would like to request a sidewalk be installed on the west side of 12 St to provide pedestrian access for the residents.

Attached is a copy of our site plan improvements. We currently intend to complete the landscaping and final site improvements in the Spring of 2017. It's our hope to coordinate the completion of landscaping following any street light or sidewalk improvements.

Please let me know if you have any questions or need additional information.

Sincerely,

Deb Wendel Daub, Project Manager
Kilbourne Group
Direct: 701.355.6611 | Email: deb@kilbournegroup.com

Cc: Mike Almendinger
Mike Zimney
Mark Johnson



Proposed Street Lighting Project

1:2,257

2/2/2017 10:05:17 AM

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

(376)

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. SL-17-F Type: Capital Improvement Plan Revision

Location: Woodhaven 3rd Addition
a portion of Coventry Drive
& a portion of 43rd Ave S

Date of Hearing: 2/21/2017

RoutingDate

City Commission

6/19/17

PWPEC File

X

Project File

Jeremy Gorden, Chad Shumake

The Committee reviewed a communication from Transportation Division Engineer, Jeremy Gorden regarding a recommendation to add a project to the 2017 CIP.

Staff has received a request for street lights as indicated above. It is important to note that these are private streets and to accommodate this request we will need to secure an easement for the street lights. The Developer is aware of the need for the easement. This small project would be 100% assessed and can be completed in this construction season. Staff is recommending approval.

On a motion by Jim Gilmour, seconded by Bruce Grubb, the Committee voted to add SL-17-F to the 2017 CIP.

RECOMMENDED MOTION

Concur with the findings of PWPEC and approve the creation of Improvement District No. SL-17-F for implementation in 2017.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: 100% Assessed

Yes No

Developer meets City policy for payment of delinquent specials

N/A

Agreement for payment of specials required of developer

N/A

Letter of Credit required (per policy approved 5-28-13)

N/A

COMMITTEE

Tim Mahoney, Mayor

Jim Gilmour, Director of Planning

Steve Dirksen, Fire Chief

Mark Bittner, Director of Engineering

Bruce Grubb, City Administrator

Ben Dow, Director of Operations

Steve Sprague, City Auditor

April Walker, City Engineer

Kent Costin, Finance Director

Present	Yes	No	Unanimous
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ATTEST:


April E. Walker, P.E., C.F.M.
City Engineer

February 14, 2017

To: Members of PWPEC

From: Jeremy M. Gorden, PE, PTOE *Janh*
Division Engineer-Transportation

Subject: Request for Street Lighting Project in Woodhaven Third Addition

I have attached a request from Steve Stoner with Woodhaven Development LLP asking for the city to install new streetlights on Coventry Drive and on 43rd Avenue S in the Woodhaven Third Addition. This project would be a very small project and preliminarily consists of 6 or 7 new lights. Staff supports this request. If approved, this project could be designed, bid and installed this year. Funding for this project would be 100% special assessed to the benefitting area.

Recommended Motion

Approve the street lighting project requested in the Woodhaven Third Addition and add it to the 2017 Capital Improvement Plan.

Attachment

Jeremy Gorden

8-20-15

Fargo Traffic Engineer

City Hall

Fargo, North Dakota 58102

Dear Jeremy

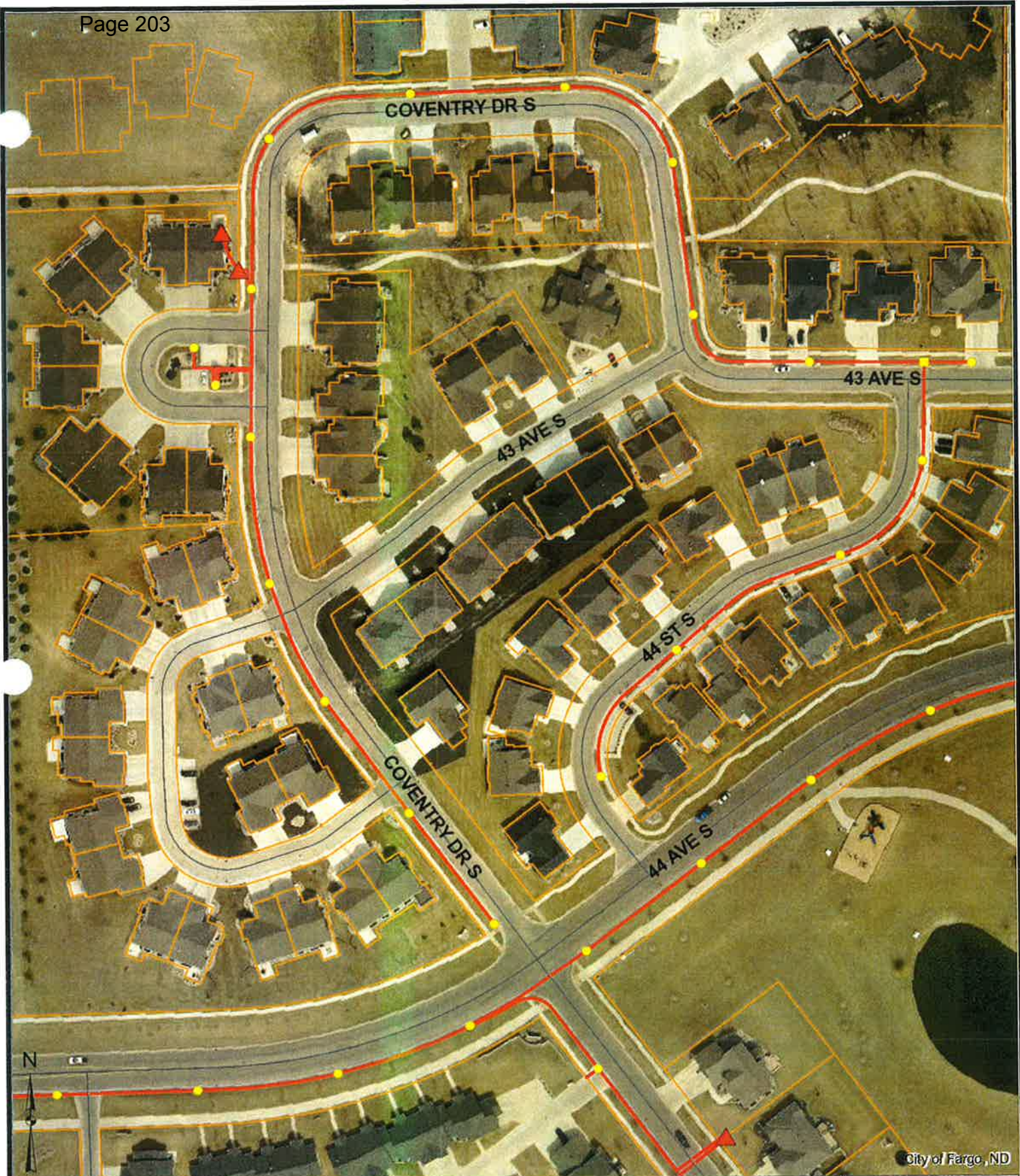
As the Developer of Woodhaven, I would like to request that the City of Fargo put in street lighting in two of the public streets in the Woodhaven Third Addition. It is two runs of twin home housing that are now complete and where it was hard to put in the street lamps until the drives were all determined. These were some high end twin homes where some were two stall and others three stall and whatever we would have done on the front end would have been wrong and we would have been moving lamp posts.

This is on Coventry Drive and 43rd Ave South and I have attached a plat showing the blocks that are in need of the lighting. The HOA here is very active and has asked me to get the ball rolling on this. I have any questions give me a call.

Woodhaven Development LLP

A handwritten signature in black ink, appearing to read "Steve Stoner", written over a horizontal line.

Steve Stoner



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Project Location

1:2,257

2/14/2017 10:58:24 AM

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.



PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. SL-17-G Type: Capital Improvement Plan Revision

Location: Master Addition – 27th Circle S Date of Hearing: 2/21/2017

<u>Routing</u>	<u>Date</u>
City Commission	6/19/17
PWPEC File	X
Project File	Jeremy Gorden, Chad Shumake

The Committee reviewed a communication from Transportation Division Engineer, Jeremy Gorden regarding a recommendation to add a project to the 2017 CIP.

Staff has received a request for street lights as indicated above. This small project would be 100% assessed and can be completed in this construction season. Staff is recommending approval. Thirteen (13) of twenty-one (21) property owners have indicated support for the project, with four (4) others against the work.

Staff is recommending addition of the project to the 2017 CIP.

On a motion by Jim Gilmour, seconded by Bruce Grubb, the Committee voted to add SL-17-G to the 2017 CIP.

RECOMMENDED MOTION

Concur with the findings of PWPEC and approve the creation of Improvement District No. SL-17-G for implementation in 2017.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: 100% Assessed

Developer meets City policy for payment of delinquent specials
 Agreement for payment of specials required of developer
 Letter of Credit required (per policy approved 5-28-13)

Yes	No
N/A	
N/A	
N/A	

COMMITTEE

Tim Mahoney, Mayor
 Jim Gilmour, Director of Planning
 Steve Dirksen, Fire Chief
 Mark Bittner, Director of Engineering
 Bruce Grubb, City Administrator
 Ben Dow, Director of Operations
 Steve Sprague, City Auditor
 April Walker, City Engineer
 Kent Costin, Finance Director

Present	Yes	No	Unanimous
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ATTEST:


 April E. Walker, P.E., C.F.M.
 City Engineer

February 14, 2017

To: Members of PWPEC

From: Jeremy M. Gorden, PE, PTOE *JmG*
Division Engineer-Transportation

Subject: Request for Street Lighting Project on 27th Circle S – Master Addition

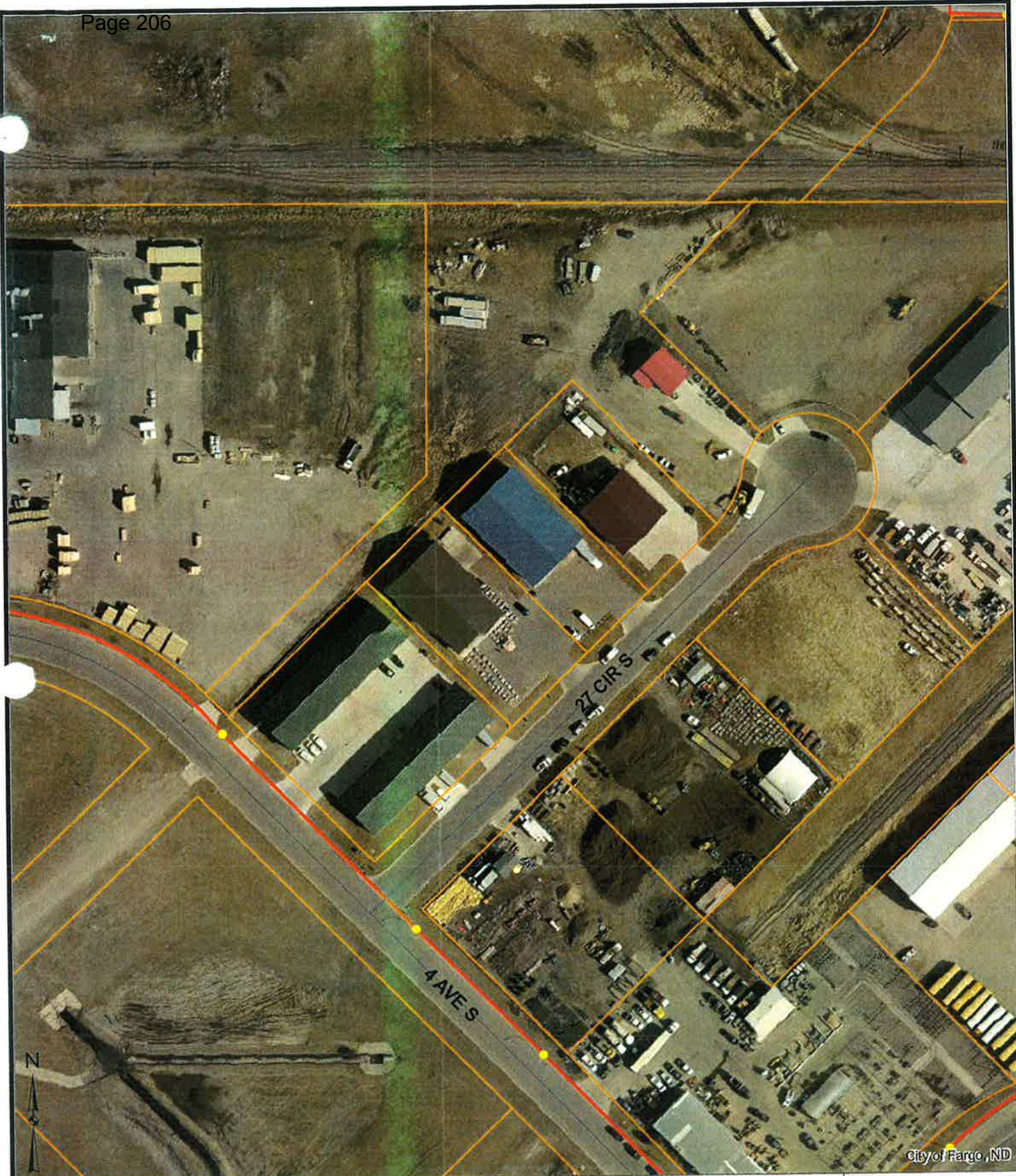
Dave Helland from Traffic Engineering and Russ Davis from PARAS Contracting, Inc. have been working together to create a project to have new street lights installed on 27th Circle S in the Master Addition (please see attached project location map). Russ worked with property owners on the block and obtained signatures of those he could reach. Of the 21 property owners, he received 13 signatures of owners in favor of a project, 4 owners who were against a project, and the remaining 4 he could not reach, and it is unknown what their desires are.

This project would be another small project and consist of 5 new lights. Staff supports this request. If approved, this project could be designed, bid, and installed this year. Funding for this project would be 100% special assessments to the benefitting area.

Recommended Motion

Approve the street lighting project requested for 27th Circle S in the Master Addition and add it to the 2017 Capital Improvement Plan.

Attachment



City of Fargo, ND

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Project Location

1:2,257

2/14/2017 10:56:47 AM

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.



(38)

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. BR-18-A1 Type: Request to delay bid date

Location: Main Avenue 2nd Street to University Drive Date of Hearing: 6/12/2017

<u>Routing</u>	<u>Date</u>
City Commission	<u>6/19/2017</u>
PWPEC File	<u>X</u>
Project File	<u>Jeremy Gorden</u>

The Committee reviewed a communication from Transportation Division Engineer, Jeremy Gorden regarding a request from the NDDOT to delay the bidding of the Main Avenue project from November of 2017 to November of 2018. This delay would allow for the development of an economic model that will allow for the comparison of multiple alternative street cross sections.

Staff is recommending approval.

On a motion by Bruce Grubb, seconded by Ben Dow, the Committee voted to recommend approval of the delay.

RECOMMENDED MOTION

Concur with the recommendations of PWPEC and approve the request from NDDOT to move the Main Avenue bid date to November of 2018.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: N/A

Developer meets City policy for payment of delinquent specials
 Agreement for payment of specials required of developer
 Letter of Credit required (per policy approved 5-28-13)

Yes	No
<u>N/A</u>	<u>N/A</u>
<u>N/A</u>	<u>N/A</u>
<u>N/A</u>	<u>N/A</u>

COMMITTEE

Tim Mahoney, Mayor
 Jim Gilmour, Director of Planning
 Steve Dirksen, Fire Chief
 Mark Bittner, Director of Engineering
 Bruce Grubb, City Administrator
 Ben Dow, Director of Operations
 Steve Sprague, City Auditor
 April Walker, City Engineer
 Kent Costin, Finance Director

Present	Yes	No	Unanimous
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ATTEST:


 April E. Walker, P.E., C.F.M.
 City Engineer

200 3rd Street North
Fargo, North Dakota 58102
Phone: (701) 241-1545
Fax: (701) 241-8101
E-Mail: feng@cityoffargo.com

Memo

June 7, 2017

To: Members of PWPEC

From: Jeremy Gorden, P.E., PTOE *JG*
Division Engineer - Transportation

Subject: Request to Delay the Reconstruction of Main Avenue – 2nd Street to University Drive to the 2019 Construction Season

The Main Avenue street reconstruction project, whose boundaries are 2nd Street to University Drive, was tentatively scheduled to take place next year, but the environmental document needed for this to occur won't be completed in time for that to happen. The NDDOT has requested to move the bid date from November 2017 to November of 2018, which will allow the necessary time for the environmental document to be completed as well as final design and land acquisition to take place. Project team staff members are supportive of this request. The main reason for this request is to allow for a thorough economic analysis to be completed for this stretch of roadway.

Recommended Action:

Approve the NDDOT's request to move the Main Avenue bid date from November 2017 to November 2018.

Attachment
JMG/kdv



North Dakota Department of Transportation

Ronald J. Henke, P.E.
Interim Director

Doug Burgum
Governor

June 1, 2017

Ms. April Walker
Fargo City Engineer
200 N 3rd Street
Fargo, ND 58102

FARGO MAIN AVENUE RECONSTRUCTION (UNIVERSITY DR TO 2ND STREET)

As a follow-up to our conversation this morning, we agree that it is in the best interest of the city of Fargo and NDDOT to complete an Economic Analysis for the Main Avenue Corridor, which looks at the economic benefits of the roadway configuration to the adjacent businesses. It is best that we pause from our project development that is currently underway and first determine which roadway configuration would optimize the economic benefits for downtown Fargo. We envision we will both learn from this process and we hope that the process that we develop for Main Avenue will be able to be used on other corridors across the state.

We envision the city of Fargo and NDDOT jointly developing a scope of work which we could add to our contract with SRF Consulting. The plan is for this Economic Analysis to be complete, prior to finalizing the Environmental Document, so the NDDOT, along with the city of Fargo, could use the outcome from the study to assist them in selecting a preferred alternative.

We propose that we move the bid opening from November 2017 to November 2018 to give us adequate time to complete the Economic Analysis, Environmental Document, and Design of this project. Please let us know if the city of Fargo is in agreement with moving the bid date and the above outlined process so we can have SRF Consulting shift gears from finalizing the Environmental Document to completing the Economic Analysis.

We look forward to hearing back from you soon.

A handwritten signature in black ink, appearing to read "Ronald Henke".

RONALD J. HENKE, P.E., INTERIM DIRECTOR

56/sss/sas

(39)

ENGINEER'S REPORT

WATER MAIN REPLACEMENT, STREET RECONSTRUCTION,
& INCIDENTALSIMPROVEMENT DISTRICT NO. BR-17-F
AMENDED 6-1-17**Nature & Scope**

This project is for the replacement of the water main, sanitary sewer, storm sewer and street reconstruction including street lighting on 4th Avenue North from the alley east of Broadway to 3rd Street. This project also includes the replacement of the water main and street lights on 3rd Street North from 4th Avenue to the RR tracks.

Purpose

The existing water mains are cast iron, which were installed over 100 years ago and are being replaced to minimize impacts and costs associated with breaks.

The existing sanitary sewer mains on 4th Avenue North are VCP pipe that was installed over 100 years ago and are showing signs of deterioration. As part of this project, we will replace the sanitary sewer pipe.

The existing storm sewer on 4th Avenue North is RCP pipe that is showing signs of deterioration. As part of this project, we will replace the storm sewer pipe.

4th Avenue North reconstruction is necessary due to the deterioration of the existing street section that was installed over 100 years ago with street patching done throughout the years. The reconstruction will include new concrete pavement and new streetlights.

3rd Street North will only have the pavement, which is removed during the installation of the water main, replaced as part of this project.

The project will be funded by a combination of Sales Tax, Water Main funds, Sanitary Sewer funds, and Special Assessments. Assessments will be applied per City policy for the water main replacement, sanitary sewer replacement, storm sewer replacement, street reconstruction, and streetlights.

Feasibility

The estimated cost of construction is \$2,172,324. The cost breakdown is as follows:

<u>Sanitary Sewer Costs</u>	\$ 212,420
Assessed Sanitary Sewer Costs	\$ 107,890
Plus 11% Engineering Fees:	\$ 11,868
Plus 6% Administration Fees:	\$ 6,473
Plus 4% Interest Fees:	\$ 4,316
Plus 3% Legal Fees:	\$ 3,237
Remaining Sanitary Sewer Costs	\$ 104,530
Plus 6% Engineering Fees:	\$ 6,272
Plus 4% Interest Fees:	\$ 4,181
Plus 3% Legal Fees:	\$ 3,136
Total Estimated Sanitary Sewer Cost:	\$ 251,903

<u>Storm Sewer Costs</u>	\$ 126,750
Assessed Storm Sewer Costs	\$ 89,275
Plus 11% Engineering Fees:	\$ 9,820
Plus 6% Administration Fees:	\$ 5,357
Plus 4% Interest Fees:	\$ 3,571
Plus 3% Legal Fees:	\$ 2,678
Remaining Storm Sewer Costs	\$ 37,475
Plus 6% Engineering Fees:	\$ 2,249
Plus 4% Interest Fees:	\$ 1,499
Plus 3% Legal Fees:	\$ 1,124
Total Estimated Storm Sewer Cost:	\$ 153,048
 <u>Water Main Costs</u>	 \$ 272,830
Assessed Water Main Costs	\$ 104,165
Plus 11% Engineering Fees:	\$ 11,458
Plus 6% Administration Fees:	\$ 6,250
Plus 4% Interest Fees:	\$ 4,167
Plus 3% Legal Fees:	\$ 3,125
Remaining Water Main Costs	\$ 168,665
Plus 6% Engineering Fees:	\$ 10,120
Plus 4% Interest Fees:	\$ 6,747
Plus 3% Legal Fees:	\$ 5,060
Total Estimated Water Main Cost:	\$ 319,757
 <u>Street Lighting Costs</u>	 \$ 113,850
Assessed Street Lighting Costs	\$ 56,925
Plus 11% Engineering Fees:	\$ 6,262
Plus 6% Administration Fees:	\$ 3,416
Plus 4% Interest Fees:	\$ 2,277
Plus 3% Legal Fees:	\$ 1,708
Remaining Street Lighting Costs	\$ 56,925
Plus 6% Engineering Fees:	\$ 3,416
Plus 4% Interest Fees:	\$ 2,277
Plus 3% Legal Fees:	\$ 1,708
Total Estimated Street Lighting Cost:	\$ 134,914
 <u>Street Reconstruction Costs</u>	 \$ 1,446,474
Assessed Street Reconstruction Costs	\$ 903,077
Plus 11% Engineering Fees:	\$ 99,339
Plus 6% Administration Fees:	\$ 54,185
Plus 4% Interest Fees:	\$ 36,123
Plus 3% Legal Fees:	\$ 27,092
Remaining Street Reconstruction Costs	\$ 543,397
Plus 6% Engineering Fees:	\$ 32,604
Plus 4% Interest Fees:	\$ 21,736
Plus 3% Legal Fees:	\$ 16,302
Total Estimated Street Reconstruction Cost:	\$ 1,733,855

Funding

<u>Sanitary Sewer Funding Breakdown</u>	
Special Assessment	\$ 133,784
Sanitary Sewer Replacement Funds	\$ 118,119

<u>Storm Sewer Funding Breakdown</u>	
Special Assessment	\$ 110,701
Infrastructure Sales Tax Funds	\$ 42,347

<u>Water Main Funding Breakdown</u>	
Special Assessment	\$ 129,165
Water Main Replacement Funds	\$ 190,592

<u>Street Lighting Breakdown</u>	
Special Assessment	\$ 70,587
Infrastructure Sales Tax Funds	\$ 64,326

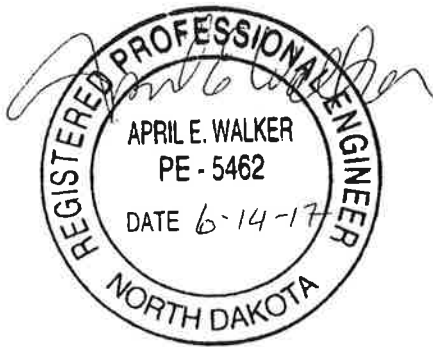
<u>Street Reconstruction Funding Breakdown</u>	
Special Assessment	\$ 1,119,816
Infrastructure Sales Tax Funds	\$ 614,039

Project Funding Summary

Sanitary Sewer Funds	(4.55%)	\$ 118,119
Water Main Funds	(7.35%)	\$ 190,592
Infrastructure Sales Tax	(27.79%)	\$ 720,712
Special Assessment	(60.31%)	\$ 1,564,054
Total Estimated Project Cost		\$ 2,593,477

The cost to property owners will be per City policy.

We believe this project to be cost effective.




April E. Walker, P.E., C.F.M.
City Engineer

June 2017

40

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. BN-16-G1

Type: Change Order #3 & Time Extension

Location: 17th Street to 73rd Avenue South

Date of Hearing: 6/12/2017

Routing

City Commission

Date6/19/17

PWPEC File

X

Project File

Jason Satterlund

The Committee reviewed the accompanying correspondence from Project Engineer, Jason Leonard, related to a Change Order in the amount of \$7,670.00 bringing the total contract amount to \$1,668,629.75. The additional costs covered in this request are related to the installation of a concrete valley gutter and the installation of a hydrant extension to adapt the design to field conditions. The Contractor has requested 10 additional days to install the concrete valley gutter and hydrant extension.

Staff is recommending approval.

On a motion by Tim Mahoney, seconded by Bruce Grubb, the Committee voted to recommend approval of the Change Order #3 and time extension for Improvement District No. BN-16-G1.

RECOMMENDED MOTION

Concur with PWPEC and approve Change Order #3 in the amount of \$7,670.00 and revise the substantial completion date to 11/15/2016 and the final completion date to 6/12/2017 for Improvement District No. BN-16-G1.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: Cass Rural WUD & Special Assessments

Developer meets City policy for payment of delinquent specials

Agreement for payment of specials required of developer

Letter of Credit required (per policy approved 5-28-13)

Yes No

N/A

N/A

N/A

COMMITTEE

Present	Yes	No	Unanimous
			<input checked="" type="checkbox"/>
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Tim Mahoney, Mayor

Jim Gilmour, Director of Planning

Steve Dirksen, Fire Chief

Mark Bittner, Director of Engineering

Bruce Grubb, City Administrator


Ben Dow, Director of Operations

Steve Sprague, City Auditor

April Walker, City Engineer

Kent Costin, Finance Director

ATTEST:


 April E. Walker, P.E., C.F.M.
 City Engineer

C: Jen Graphentien



Memorandum

To: PWPEC

From: Jason Satterlund, Engineering Tech Supervisor

Cc: April Walker, City Engineer

Date: 6/1/2017

Re: Improvement District BN-16-G1. Sanitary Sewer, Water Main, Storm Sewer, Site Grading, Concrete Curb & Gutter, Asphalt Paving, & Incidentals. Change Order #3 including request for extended final completion date

The attached Change Order #3 in the amount of \$7,670.00 is to install a concrete valley gutter and to install a hydrant extension to correct changes in field conditions. The Contractor has asked for 10 additional days to install the concrete valley gutter and hydrant extension.

A field change to elevations for the new bike trail installed on the project subsequently required a 6" hydrant extension to make it fit with the new grades.

After connecting 17th Street to 73rd Avenue South it was determined that we blocked the drainage in the south curb of 73rd Avenue South. The correct long term solution is to install a concrete valley gutter which will reinstate drainage along the south curb line of 73rd Avenue. With removals and cure time, the Contractor is asking for 10 additional days to complete the City of Fargo initiated work.

Recommended Motion

Approve Change Order #3 in the amount of \$7,670.00 and the time extension associated with Change Order #3 to final completion date as shown below.

Original Contract	Revised Previously CO#2	Revised This Memo
10/14/16 Substantial 11/15/2016 Final	11/02/2016 Substantial 6/1/2017 Final	11/15/2016 Substantial 6/12/2017 Final

JTS/kdv



**CITY OF FARGO
ENGINEERING DEPARTMENT
CHANGE ORDER REPORT**

Improvement District No BN-18-G1 Change Order No 3

Project Name Sanitary Sewer, Water Main, Storm Sewer, Site Grading, Conc. Curb & Gutter, Asphalt Pavement & Inoid
Date Entered 4/24/2017 For H & S Contracting Inc

This change is made under the terms of or is supplemental to your present contract, if and when approved, you are ordered to perform the work in accordance with the additions, changes or alterations hereinafter described.

EXPLANATION OF CHANGE: Install Concrete Valley Gutter and 6" Hydrant Extension

Install concrete valley gutter across 17th Street at 73rd Avenue South to improve drainage. Install 6" Hydrant Extension to bring hydrant up to revised grade.

Section	Line No	Item Description	Unit	Orig Cont Qty	Prev C/O Qty	Prev Cont Qty	Curr C/O Qty	Tot Cont Qty	Unit Price (\$)	C/O Ext Price (\$)
Paving	92	Remove Curb & Gutter	LF	0.00	0.00	0.00	0.00	40.00	25.00	1,000.00
	93	Remove Pavement All Thicknesses All Types	SY	0.00	0.00	0.00	0.00	23.00	50.00	1,150.00
	94	F&I Valley Gutter Reint Conc	SY	0.00	0.00	0.00	0.00	31.20	100.00	3,120.00
	95	Traffic Control - Minor	LS	0.00	0.00	0.00	0.00	1.00	1,500.00	1,500.00
Paving Sub Total (\$)										6,770.00
Grand Total (\$)										6,770.00
Cass Rural Water Improvements	96	F&I Hydrant Ext. 6" High	EA	0.00	0.00	0.00	0.00	1.00	900.00	900.00
	Cass Rural Water Improvements Sub Total (\$)									900.00
	Grand Total (\$)									900.00

Summary

Source Of Funding
Cass Rural WUD Funds, Special Assessments
Net Amount Change Order # 3 (\$)
Previous Change Orders (\$)
Original Contract Amount (\$)
Total Contract Amount (\$)

7,670.00
41,917.00
1,619,042.75
1,668,629.75

I hereby accept this order both as to work to be performed and prices on which payment shall be based.

CONTRACT TIME



CITY OF FARGO
ENGINEERING DEPARTMENT
CHANGE ORDER REPORT

Description	Current Completion Date	Additional Days	New Completion Date
<p>11/02/2016</p> <p>Previous substantial completion date: 11/02/2016. Previous final completion date: 06/01/2017. 11 additional days will be added to the final completion date for installation of the concrete valley gutter and hydrant extension making the final completion date 06/12/2017 for this work. All other punch list items need to be completed by June 1, 2017 as previously approved with Change Order #2.</p> <p>APPROVED</p> <p>For Contractor</p> <p>Title</p>	<p>11/02/2016</p> <p>0.00</p>	<p>11/02/2016</p>	

5/26/17

Joe [Signature]

CONCRETE FOR SAFETY

APPROVED DATE 6/15/17

Department Head

Mayor

Attest

Apri T. G. Waller

(41)

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. BN-16-J1

Type: Change Order #1 & Time Extension

Location: Northern Sheyenne Addition South of 19th Ave

Date of Hearing: 6/12/2017

Routing

City Commission

Date

6/19/2017

PWPEC File

X

Project File

Jason Leonard

The Committee reviewed the accompanying correspondence from Project Engineer, Jason Leonard, related to a Change Order in the amount of \$15,120.00 bringing the total contract amount to \$1,173,339.82. The additional costs covered in this request pertain to the placement of a hydrant extension, placement of a water service requested by the Developer, a restocking fee to remove 200 linear feet of water main off the project to accommodate 19th Avenue North construction operations, and cost to remove an unanticipated layer of black dirt at the subgrade elevation of the future Sheyenne Loop North roadway. The additional work is also requiring a time extension revising the project substantial and final completion date to 7/4/2017 and 8/3/2017.

Staff is recommending approval.

On a motion by Tim Mahoney, seconded by Bruce Grubb, the Committee voted to recommend approval of the Change Order #1 for BN-16-J1 and also approve the time extension for substantial completion to 7/4/17 and final completion to 8/3/17.

RECOMMENDED MOTION

Concur with the recommendations of PWPEC and approve Change Order #1 in the amount of \$15,120.00 with Ryan Contracting, for Improvement District BN-16-J1, bringing the total contract amount to \$1,173,339.82 and approve the substantial completion to 7/4/17 and final completion to 8/3/17.

PROJECT FINANCING INFORMATION:Recommended source of funding for project: Special Assessments

Developer meets City policy for payment of delinquent specials
 Agreement for payment of specials required of developer
 Letter of Credit required (per policy approved 5-28-13)

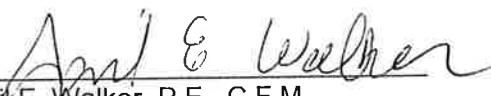
Yes	No
N/A	
N/A	
N/A	

COMMITTEE

Present	Yes	No	Unanimous
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Tim Mahoney, Mayor
 Jim Gilmour, Director of Planning
 Steve Dirksen, Fire Chief
 Mark Bittner, Director of Engineering
 Bruce Grubb, City Administrator
 Ben Dow, Director of Operations
 Steve Sprague, City Auditor
 April Walker, City Engineer
 Kent Costin, Finance Director

ATTEST:


 April E. Walker, P.E., C.F.M.
 City Engineer

C: Jen Graphenteen



Memorandum

To: Members of PWPEC
 From: Jason Leonard, Civil Engineer II
 Date: June 7, 2017
 Re: Improvement District #BN-16-J1– Change Order # 1, Time Extension

Background:

Improvement District #BN-16-J1 is for the new construction of underground utilities, concrete curb & gutter, concrete pavement and street lighting for Northern Sheyenne Addition, south of 19th Avenue North.

The attached Change Order #1 in the amount of \$15,120 is for the placement of 1 additional 18" hydrant extension, 6" diameter C-900 PVC Pipe with gravel backfill and without as requested by a developer for a water service, additional water main cost to restock products not used due to the removing 200 linear feet off the project to accommodate 19th Avenue North construction operations and extra paving cost to remove a layer of black dirt at the subgrade elevation of the future Sheyenne Loop North roadway.

This Change Order revises the contract substantial and final completion dates as shown in the table below:

Original Contract	Revised This Memo
7/1/2017 Substantial 7/31/2017 Final	7/4/2017 Substantial 8/3/2017 Final

Recommended Motion:

Approve Change Order #1 in the amount of \$15,120 and revise the project substantial and final completion date to 7/4/2017 and 8/3/2016 respectively.

JTL/kdv
 Attachment

C: Brenda Derrig, Thomas Knakmuhs



**CITY OF FARGO
ENGINEERING DEPARTMENT
CHANGE ORDER REPORT**

Improvement District No	BN-16-J1	Change Order No	1
Project Name	Sanitary Sewer, Water Main, Storm Sewer, Paving, Street Lights & Incidentals		
Date Entered	6/1/2017	For	Ryan Contracting

This change is made under the terms of or is supplemental to your present contract, if and when approved, you are ordered to perform the work in accordance with the additions, changes, or alterations hereinafter described.

EXPLANATION OF CHANGE: Change Order # 1											
Pipe restocking fee, blow off valve for flushing WM, Hydrant extension, additional paving cost to remove topsoil buried under clay surface within the proposed roadway and additional 6" water main service.											
Section	Line No	Item Description	Unit	Orig Cont Qty	Prev C/O Qty	Prev Cont Qty	Curr C/O Qty	Tot Cont Qty	Unit Price (\$)	C/O Ext Price (\$)	
Water Main	62	F&I Hydrant Ext. 18" High	EA	0.00	0.00	0.00	1.00	1.00	1,200.00	1,200.00	
	63	F&I Pipe w/GB C900 DR 18 - 6" Dia PVC	LF	0.00	0.00	0.00	44.00	44.00	58.00	2,552.00	
	64	F&I Pipe C900 DR 18 - 6" Dia PVC	LF	0.00	0.00	0.00	140.00	140.00	40.00	5,600.00	
	65	Extra - WaterMains	LS	0.00	0.00	0.00	1.00	1.00	3,268.00	3,268.00	
Water Main Sub Total (\$)									12,620.00		
Grand Total (\$)									12,620.00		
Paving	66	Extra - Paving	LS	0.00	0.00	0.00	1.00	1.00	2,500.00	2,500.00	
	Paving Sub Total (\$)									2,500.00	
	Grand Total (\$)									2,500.00	

Summary		Special Assessments
Source Of Funding		
Net Amount Change Order # 1 (\$)		15,120.00
Previous Change Orders (\$)		0.00
Original Contract Amount (\$)		1,158,219.82
Total Contract Amount (\$)		1,173,339.82

I hereby accept this order both as to work to be performed and prices on which payment shall be based.

CONTRACT TIME

CITY OF FARGO
ENGINEERING DEPARTMENT
CHANGE ORDER REPORT



Current Completion Date		Additional Days		New Completion Date	
07/01/2017		3.00		07/04/2017	
Description The installation of the new water services added 1 working day to the contract. In addition the additional time to excavate and haul the topsoil buried at the sub grade of the roadway delayed the project 1 working day.					
APPROVED		APPROVED DATE			
For Contractor		Department Head			
Title		Mayor			
		Attest			
		6/15/17			
		April E. Walker			

COVER SHEET
CITY OF FARGO PROJECTS

42-1

This sheet must be completed and turned in with all City of Fargo projects. NO items will be accepted by either the City Commission Office or the City Auditor's Office without this cover sheet attached and properly filled out.

Exact, full name of Improvement District as it will appear in the Contract:

SANITARY SEWER, WATER MAIN, STORM SEWER, PAVING,
STREET LIGHTS, SITE GRADING & INCIDENTALS

Improvement District No. BN-17-G

Call for Bids June 19, 2017

Advertise Dates June 26 & July 3, 2017

Bid Opening Date July 26, 2017

Substantial Completion Date November 15, 2017

Final Completion Date June 30, 2018

N/A PWPEC Report (Attach Copy)

X Engineer's Report (Attach Copy)

X Direct City Auditor to Advertise for Bids

X Bid Quantities (Attach Copy for Auditor's Office Only)

X Notice to Property Owners (Dan Eberhardt)

Project Engineer Brenda Derrig/Jason Satterlund

Phone No. 241-1545

The items listed above are for use on all City projects. The additional items listed below are to be checked only when all or part of a project is to be special assessed:

X Create District (Attach Copy of Legal Description)

X Order Plans & Specifications

X Approve Plans & Specifications

X Adopt Resolution of Necessity

X Approve Escrow Agreement (Attach Copy for Commission Office Only)

X Assessment Map (Attach Copy for Auditor's Office Only)

ENGINEER'S REPORT

SANITARY SEWER, WATER MAIN, STORM SEWER,
PAVING, STREET LIGHTS, SITE GRADING & INCIDENTALS

IMPROVEMENT DISTRICT NO. BN-17-G

Nature & Scope

This project is for the new construction of underground utilities, asphalt pavement, and street lights along with the expansion of the storm water pond to the north of the development to support their water retention requirements.

Purpose

This project will provide the infrastructure for the single family homes in Bison Meadows Addition as requested by the Developer and also expand the City owned ponds to the north to provide the storm water requirements.

Feasibility

The estimated cost of construction is \$1,637,490. The cost breakdown is as follows:

<u>Special Assessment</u>	\$ 1,637,490.00
Plus 11% Engineering Fees:	\$ 180,123.90
Plus 7% Legal & Misc. Fees:	\$ 114,624.30
Plus 6% Administration Fees:	\$ 98,249.40
Plus 4% Interest Fees:	\$ 65,499.60
Total Estimated Assessed Cost:	\$ 2,095,987.20

The cost to property owners will be per City policy.

We believe this project to be cost effective.



B. E. Derrig for April Walker
April E. Walker, P.E., C.F.M.
City Engineer

June 2017

CITY OF FARGO
ENGINEERING DEPARTMENT

LOCATION & COMPRISING

SANITARY SEWER, WATER MAIN, STORM SEWER, PAVING,
STREET LIGHTS, SITE GRADING & INCIDENTALS

IMPROVEMENT DISTRICT NO. BN-17-G

LOCATION:

On 67th Avenue South from 16th Street South west to the west boundary of Bison Meadows Addition.
On 16th Street South from 70th Avenue South north to 66th Avenue South as to be platted in Bison Meadows Second Addition.

COMPRISING:

All of Bison Meadows Addition.

All of the foregoing is located in the City of Fargo, Cass County, North Dakota.



**CITY OF FARGO
ENGINEERING DEPARTMENT**

LOCATION & ASSESSMENT AREA

**SANITARY SEWER, WATER MAIN,
STORM SEWER, PAVING, STREET
LIGHTS, SITE GRADING &
INCIDENTALS**

IMPROVEMENT DISTRICT # BN-17-G1

COVER SHEET
CITY OF FARGO PROJECTS

42-2

This sheet must be completed and turned in with all City of Fargo projects. NO items will be accepted by either the City Commission Office or the City Auditor's Office without this cover sheet attached and properly filled out.

Exact, full name of Improvement District as it will appear in the Contract:

Concrete Pavement Rehabilitation & Incidentals

Improvement District No. PR-17-F

Call For Bids June 19, 2017

Advertise Dates June 26 & July 3, 2017

Bid Opening Date July 26, 2017

Substantial Completion Date June 30, 2018

Final Completion Date July 30, 2018

N/A PWPEC Report (Attach Copy) **Part of 2017 CIP**

X Engineer's Report (Attach Copy)

X Direct City Auditor to Advertise for Bids

X Bid Quantities (Attach Copy for Auditor's Office Only)

X Notice to Property Owners (Dan Eberhardt)

Project Engineer Jeremy Engquist

Phone No. 241-1545

The items listed above are for use on all City projects. The additional items listed below are to be checked only when all or part of a project is to be special assessed:

X Create District (Attach Copy of Legal Description)

X Order Plans & Specifications

X Approve Plans & Specifications

X Adopt Resolution of Necessity

N/A Approve Escrow Agreement (Attach Copy for Commission Office Only)

X Assessment Map (Attach Copy for Auditor's Office Only)

ENGINEER'S REPORT
 CONCRETE PAVEMENT REHABILITATION & INCIDENTALS
 IMPROVEMENT DISTRICT NO. PR-17-F

Nature & Scope

The proposed project will include concrete pavement repair and incidentals on the following sections:

- Intersection of 13th Avenue & 25th Street South
 This includes removing and replacing the intersection concrete pavement.
- 25th Street South - from 12th Avenue to 17th Avenue South
 This includes completing concrete pavement spot repairs.

Purpose

The purpose of the project is to correct deficiencies which have appeared over time. Joint and random spalls, longitudinal and transverse cracking, pavement blowouts, and pavement deterioration are present on these pavement sections. The proposed project will aid in extending the useful life of these streets by restoring the pavement's structural integrity, therefore delaying future deterioration and improving ride quality.

Feasibility

The construction cost is estimated to be \$1,422,568.50. It will be paid by Street Rehabilitation Funds, Street Sales Tax Funds, Traffic Engineering Funds, and Special Assessments. The cost breakdown is as follows:

Estimated Construction Cost:	\$ 1,422,568.50
Assessed Portion:	\$ 700,309.00
Plus Engineering Fees (11%):	77,034.00
Plus Administration Fees (6%):	42,019.00
Plus Legal/Misc Fees (3%):	21,009.00
Plus Interest (4%):	<u>28,012.00</u>
Total Assessed:	\$ 868,383.00
City Portion:	\$ 722,259.00
Plus Engineering Fees (6%):	43,336.00
Plus Legal/Misc Fees (3%):	21,668.00
Plus Interest (4%):	<u>28,890.00</u>
City Cost:	\$ 816,153.00

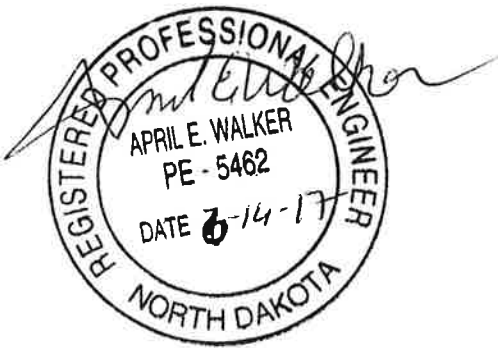
Engineer's Report
Improvement District No. PR-17-F
Page 2

Total:

Estimated Construction Cost:	\$ 1,422,569.00
Plus Engineering Fees (8.46%):	120,370.00
Plus Administration Fees (2.95%):	42,019.00
Plus Legal/Misc Fees (3%):	42,677.00
Plus Interest (4%):	<u>56,903.00</u>
Total Cost:	\$ 1,684,536.00

Assessed Cost (51.55%):	\$ 868,383.00
City Cost (Street Rehabilitation Funds - 17.59%):	\$ 296,250.00
City Cost (Sales Tax Funds - 29.39%):	\$ 495,099.00
City Cost (Traffic Engineering Funds - 1.47%):	\$ 24,804.00

We believe this project to be cost effective.




April E. Walker, P.E., C.F.M.
City Engineer

June, 2017

CITY OF FARGO
ENGINEERING DEPARTMENT

LOCATION & COMPRISING

CONCRETE PAVEMENT REHABILITATION & INCIDENTALS

IMPROVEMENT DISTRICT NO. PR-17-F

LOCATION:

On 25th Street South from 306' south of 12th Avenue South to 17th Avenue South.

On 13th Avenue South from 220' east of 27th Street South to 230' west of 23rd Street South.

COMPRISING:

All property located within the area bordered:

- Bound on west by Interstate 29 and 28th Street South.
- Bound on south by 17th Avenue South.
- Bound on east by 21st Street South, and

Lot 2, Block 1.
All in Fargo South Addition.

Lot 9, Block 1.
All in Green Acres Addition.

Cass County Drain #3

- Bound on north by 9th Avenue South, and

Lot 12, Block 4.
All in Interstate Park Addition.

Lot 1, Block 1.
All in Helenske's First Addition.

Lots 1 through 4, Block 1.
Lots 1 and 9, Block 2.
Lot 1, Block 5.
All in Westrac First Addition.

Lot 7, Block A.
Lot 9, Block B.
All in Morton's Subdivision.

All of the foregoing is located in the City of Fargo, Cass County, North Dakota.



IMPROVEMENT DISTRICT NO. PR-17-F

COVER SHEET
CITY OF FARGO PROJECTS

42-3

This sheet must be completed and turned in with all City of Fargo projects. NO items will be accepted by either the City Commission Office or the City Auditor's Office without this cover sheet attached and properly filled out.

Exact, full name of Improvement District as it will appear in the Contract:

Street Lighting & Incidentals

Improvement District No. SL-17-E

Call For Bids June 19, 2017

Advertise Dates June 26 & July 3, 2017

Bid Opening Date July 26, 2017

Interim Substantial Completion Date November 30, 2017

Substantial Completion Date June 1, 2018

Final Completion Date July 1, 2018

- X PWPEC Report (Attach Copy) **Part of 2017 CIP Revision**
- X Engineer's Report (Attach Copy)
- X Direct City Auditor to Advertise for Bids
- X Bid Quantities (Attach Copy for Auditor's Office Only)
- X Notice to Property Owners (Dan Eberhardt)

Project Engineer Dave Helland

Phone No. 241-1545

The items listed above are for use on all City projects. The additional items listed below are to be checked only when all or part of a project is to be special assessed:

- X Create District (Attach Copy of Legal Description)
- X Order Plans & Specifications
- X Approve Plans & Specifications
- X Adopt Resolution of Necessity
- N/A Approve Escrow Agreement (Attach Copy for Commission Office Only)
- X Assessment Map (Attach Copy for Auditor's Office Only)

REPORT OF ACTION

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. SL-17-E Type: CIP Revision
 Location: University Drive to 12th St Date of Hearing: 2/6/2017
 between 2nd and 4th Ave N

<u>Routing</u>	<u>Date</u>
City Commission	6/19/17
PWPEC File	X
Project File	Jeremy Gorden, Chad Shumake

The Committee reviewed a communication from Transportation Division Engineer, Jeremy Gorden regarding a recommendation to add a project to the 2017 CIP.

Staff has received a request for street lights on 12th Street from a property owner. This part of town has changed in character. It has evolved from Single Family to Multi Family and Public Institution uses. In evaluating the request, staff is recommending that a project be created for a larger area as outlined in the location above. Upon discussion from the Committee, it was determined the Jeremy would evaluate the area to the west of University Drive as well prior to forwarding the project to Commission and if other dark areas are found they will be added to this project.

On a motion by Jim Gilmour, seconded by Steve Sprague, the Committee voted to add Improvement District No. SL-17-E to the 2017 CIP.

RECOMMENDED MOTION

Concur with the findings of PWPEC and approve the creation of Improvement District No. SL-17-E for implementation in 2017.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: N/A

Developer meets City policy for payment of delinquent specials
 Agreement for payment of specials required of developer
 Letter of Credit required (per policy approved 5-28-13)

Yes	No
N/A	
N/A	
N/A	

COMMITTEE

Tim Mahoney, Mayor
 Jim Gilmour, Director of Planning
 Steve Dirksen, Fire Chief
 Mark Bittner, Director of Engineering
 Bruce Grubb, City Administrator
 Ben Dow, Director of Operations
 Steve Sprague, City Auditor
 April Walker, City Engineer
 Kent Costin, Finance Director

Present	Yes	No	Unanimous
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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ATTEST:


 April E. Walker, P.E., C.F.M.
 City Engineer

ENGINEER'S REPORT
STREET LIGHTING & INCIDENTALS
IMPROVEMENT DISTRICT NO. SL-17-E

Nature and Scope

This project calls for installing a street lighting system on all streets and avenues between 1st Avenue North and 7th Avenue North, from 7th Street North to 16th Street North where there currently are no City of Fargo street lights in place.

Purpose

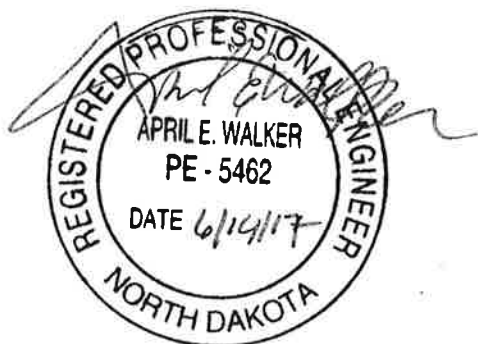
The project's goal is to increase safety and convenience of the residents and the traveling public.

Feasibility

The estimated cost of construction is approximately \$719,914.00. The cost breakdown is as follows:

Estimated Construction Cost:	\$719,914.00
Plus Engineering 11%	\$79,190.54
Plus Administration 6%	\$43,194.84
Plus Interest 4%	\$28,796.56
Plus Legal 7%	<u>\$50,393.98</u>
Total Estimated Cost (100% Assessed):	\$921,489.92

We believe this project to be cost effective.




April E. Walker, P.E., C.F.M.
City Engineer

June 2017

CITY OF FARGO
ENGINEERING DEPARTMENT

LOCATION & COMPRISING

STREET LIGHTING & INCIDENTALS

IMPROVEMENT DISTRICT NO. SL-17-E

LOCATION:

500 Block of 15th Street N, 16th Street between 1st Avenue N and 5th Avenue N, the 100 Block of 15 ½ Street N, 5th Avenue N between University Drive and 16th Street, 14th Street between Northern Pacific Avenue and 3rd Avenue N, the 50 Block of 13 ½ Street N, 2nd Avenue N from 7th Street to 14th Street, University Drive between the BNSF Railway Co. Prosper Subdivision and Northern Pacific Avenue, 3rd Avenue N between University Drive and 7th Street, the 100 and 300 Blocks of 12th Street N, the 200 and 300 Blocks of 11th Street N, the 100, 200 and 300 Blocks of 10th Street N, the 300 Block of 9th Street N, the 100 and 300 Blocks of 8th Street N, and the 300 Block of 7th Street N.

COMPRISING:

An area bounded by the BNSF Railway Co. KO Subdivision, the BNSF Railway Co. Prosper Subdivision, 7th Street N and County Drain No. 3, containing the following parcels:

All lots in Blocks 7, 8 and 9 of the Roberts Addition.

All lots in Blocks 10, 11, 16, A, 19-30, 34-47 of the Roberts Second Addition.

Lot 1, Block 1 of the Christianson Addition.

All lots in Blocks 2-27 of the Reeve's Addition.

All lots in Block 1 of the North Park Maintenance Addition.

Lot 4, Block 1 of the MNPF Subdivision.

Lots 4, 5 and 8 of Block 1 of the P.M. Properties Subdivision.

Auditors Lot 1 of S ½ Section 1 of Township 139, Range 49.

All of the unplatted land lying in the SE quadrant of Section 1, Township 139, Range 49, that is located between the BNSF Railway Co. KO subdivision and 1st Avenue N, west of 16th Street.

All of the foregoing land lying in the City of Fargo, Cass County, North Dakota.



CITY OF FARGO
ENGINEERING DEPARTMENT
LOCATION & ASSESSMENT AREA

STREET LIGHTING
& INCIDENTALS

IMPROVEMENT DISTRICT NO. SL-17-E

COVER SHEET
CITY OF FARGO PROJECTS

42-4

This sheet must be completed and turned in with all City of Fargo projects. NO items will be accepted by either the City Commission Office or the City Auditor's Office without this cover sheet attached and properly filled out.

Exact, full name of Improvement District as it will appear in the Contract:

Improvement District No. Street Lighting & Incidentals
SL-17-F

Call For Bids June 19, 2017

Advertise Dates June 26 & July 3, 2017

Bid Opening Date July 26, 2017

Substantial Completion Date November 1, 2017

Final Completion Date December 1, 2017

X PWPEC Report (Attach Copy) **Part of 2017 CIP Revision**

X Engineer's Report (Attach Copy)

X Direct City Auditor to Advertise for Bids

X Bid Quantities (Attach Copy for Auditor's Office Only)

X Notice to Property Owners (Dan Eberhardt)

Project Engineer Dave Helland

Phone No. 241-1545

The items listed above are for use on all City projects. The additional items listed below are to be checked only when all or part of a project is to be special assessed:

X Create District (Attach Copy of Legal Description)

X Order Plans & Specifications

X Approve Plans & Specifications

X Adopt Resolution of Necessity

N/A Approve Escrow Agreement (Attach Copy for Commission Office Only)

X Assessment Map (Attach Copy for Auditor's Office Only)

REPORT OF ACTION

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. SL-17-F Type: Capital Improvement Plan Revision

Location: Woodhaven 3rd Addition Date of Hearing: 2/21/2017
a portion of Coventry Drive
& a portion of 43rd Ave S

<u>Routing</u>	<u>Date</u>
City Commission	6/19/17
PWPEC File	X
Project File	Jeremy Gorden, Chad Shumake

The Committee reviewed a communication from Transportation Division Engineer, Jeremy Gorden regarding a recommendation to add a project to the 2017 CIP.

Staff has received a request for street lights as indicated above. It is important to note that these are private streets and to accommodate this request we will need to secure an easement for the street lights. The Developer is aware of the need for the easement. This small project would be 100% assessed and can be completed in this construction season. Staff is recommending approval.

On a motion by Jim Gilmour, seconded by Bruce Grubb, the Committee voted to add SL-17-F to the 2017 CIP.

RECOMMENDED MOTION

Concur with the findings of PWPEC and approve the creation of Improvement District No. SL-17-F for implementation in 2017.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: 100% Assessed

Developer meets City policy for payment of delinquent specials
Agreement for payment of specials required of developer
Letter of Credit required (per policy approved 5-28-13)

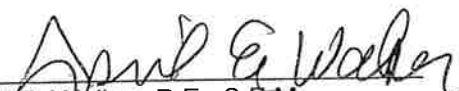
Yes	No
	N/A
	N/A
	N/A

COMMITTEE

Tim Mahoney, Mayor
Jim Gilmour, Director of Planning
Steve Dirksen, Fire Chief
Mark Bittner, Director of Engineering
Bruce Grubb, City Administrator
Ben Dow, Director of Operations
Steve Sprague, City Auditor
April Walker, City Engineer
Kent Costin, Finance Director

Present	Yes	No	Unanimous
			<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ryan Erickson
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

ATTEST:


April E. Walker, P.E., C.F.M.
City Engineer

ENGINEER'S REPORT
STREET LIGHTING & INCIDENTALS
IMPROVEMENT DISTRICT NO. SL-17-F

Nature and Scope

This project calls for installing a street lighting system on all streets and avenues in Woodhaven 3rd Addition, 43rd Avenue South and Coventry Drive, where there currently are no City of Fargo street lights in place.

Purpose

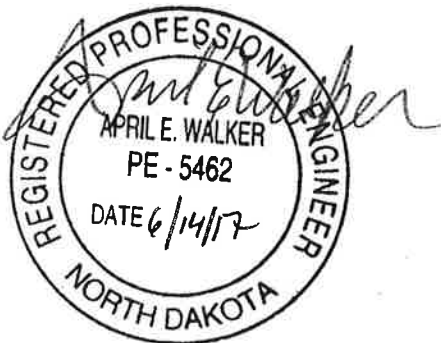
The project's goal is to increase safety and convenience of the residents and the traveling public.


Feasibility

The estimated cost of construction is approximately \$48,957.00. The cost breakdown is as follows:

Estimated Construction Cost:	\$48,957.00
Plus Engineering 11%	\$5,385.27
Plus Administration 6%	\$2,937.42
Plus Interest 4%	\$1,958.28
Plus Legal 7%	<u>\$3,426.99</u>
Total Estimated Cost (100% Assessed):	\$62,664.96

We believe this project to be cost effective.





April E. Walker, P.E., C.F.M.
City Engineer

June 2017

CITY OF FARGO
ENGINEERING DEPARTMENT

LOCATION & COMPRISING
STREET LIGHTING AND INCIDENTALS
IMPROVEMENT DISTRICT NO. SL-17-F

LOCATION:

Woodhaven 3rd Addition, 43rd Avenue South, and Coventry Drive.

COMPRISING:

All property located within the area bordered:

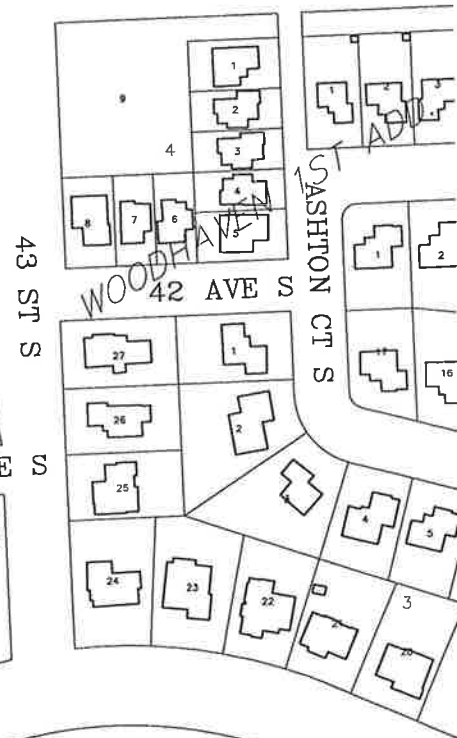
Lots 1 and 2, Block 1.
All in Country Grove Addition.

Lots 2 and 3, Block 2.
Lot 1, Block 3.
All in Woodhaven Third Addition.

All of the foregoing is located in the City of Fargo, Cass County, North Dakota.

40 AVE S

45 ST S



CITY OF FARGO
ENGINEERING DEPARTMENT
LOCATION & ASSESSMENT AREA
STREET LIGHTING
& INCIDENTALS
IMPROVEMENT DISTRICT NO. SL-17-F

COVER SHEET
CITY OF FARGO PROJECTS

42-5

This sheet must be completed and turned in with all City of Fargo projects. NO items will be accepted by either the City Commission Office or the City Auditor's Office without this cover sheet attached and properly filled out.

Exact, full name of Improvement District as it will appear in the Contract:

Improvement District No. Street Lighting & Incidentals
SL-17-G

Call For Bids June 19, 2017

Advertise Dates June 26 & July 3, 2017

Bid Opening Date July 26, 2017

Substantial Completion Date October 31, 2017

Final Completion Date December 1, 2017

- X PWPEC Report (Attach Copy) **Part of 2017 CIP Revision**
- X Engineer's Report (Attach Copy)
- X Direct City Auditor to Advertise for Bids
- X Bid Quantities (Attach Copy for Auditor's Office Only)
- X Notice to Property Owners (Dan Eberhardt)

Project Engineer Dave Helland

Phone No. 241-1545

The items listed above are for use on all City projects. The additional items listed below are to be checked only when all or part of a project is to be special assessed:

- X Create District (Attach Copy of Legal Description)
- X Order Plans & Specifications
- X Approve Plans & Specifications
- X Adopt Resolution of Necessity
- N/A Approve Escrow Agreement (Attach Copy for Commission Office Only)
- X Assessment Map (Attach Copy for Auditor's Office Only)

REPORT OF ACTION

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Improvement District No. SL-17-G Type: Capital Improvement Plan Revision

Location: Master Addition – 27th Circle S Date of Hearing: 2/21/2017

<u>Routing</u>	<u>Date</u>
City Commission	6/19/17
PWPEC File	X
Project File	Jeremy Gorden, Chad Shumake

The Committee reviewed a communication from Transportation Division Engineer, Jeremy Gorden regarding a recommendation to add a project to the 2017 CIP.

Staff has received a request for street lights as indicated above. This small project would be 100% assessed and can be completed in this construction season. Staff is recommending approval. Thirteen (13) of twenty-one (21) property owners have indicated support for the project, with four (4) others against the work.

Staff is recommending addition of the project to the 2017 CIP.

On a motion by Jim Gilmour, seconded by Bruce Grubb, the Committee voted to add SL-17-G to the 2017 CIP.

RECOMMENDED MOTION

Concur with the findings of PWPEC and approve the creation of Improvement District No. SL-17-G for implementation in 2017.

PROJECT FINANCING INFORMATION:

Recommended source of funding for project: 100% Assessed

Developer meets City policy for payment of delinquent specials
 Agreement for payment of specials required of developer
 Letter of Credit required (per policy approved 5-28-13)

Yes	No
N/A	
N/A	
N/A	

COMMITTEE

Tim Mahoney, Mayor
 Jim Gilmour, Director of Planning
 Steve Dirksen, Fire Chief
 Mark Bittner, Director of Engineering
 Bruce Grubb, City Administrator
 Ben Dow, Director of Operations
 Steve Sprague, City Auditor
 April Walker, City Engineer
 Kent Costin, Finance Director

Present	Yes	No	Unanimous
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ryan Erickson
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

ATTEST:


 April E. Walker, P.E., C.F.M.
 City Engineer

ENGINEER'S REPORT
STREET LIGHTING & INCIDENTALS
IMPROVEMENT DISTRICT NO. SL-17-G

Nature and Scope

This project calls for installing a street lighting system on all streets and avenues in Master Addition, 4th Avenue South, and 27th Circle South, where there currently are no City of Fargo street lights in place.

Purpose

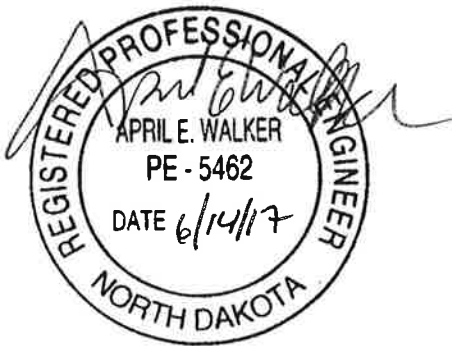
The project's goal is to increase safety and convenience of the residents and the traveling public.

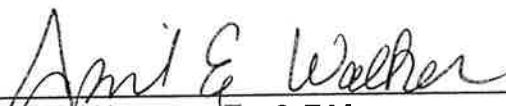
Feasibility

The estimated cost of construction is approximately \$31,419.50. The cost breakdown is as follows:

Estimated Construction Cost:	\$31,419.50
Plus Engineering 11%	\$3,456.14
Plus Administration 6%	\$1,885.17
Plus Interest 4%	\$1,256.78
Plus Legal 7%	<u>\$2,199.37</u>
Total Estimated Cost (100% Assessed):	\$40,216.96

We believe this project to be cost effective.





April E. Walker, P.E., C.F.M.
City Engineer

June 2017

CITY OF FARGO
ENGINEERING DEPARTMENT

LOCATION & COMPRISING
STREET LIGHTING AND INCIDENTALS
IMPROVEMENT DISTRICT NO. SL-17-G

LOCATION:

Master Addition, 4th Avenue South, and 27th Circle South.

COMPRISING:

All property located within the area bordered:

Lots 1 and 2, Block 1.
All in Cape Development Addition.

Lot 2, Block 1.
All in Lavelle Third Addition.

Lots 1 through 4, and 7, Block 1.
All in Master Addition.

Lot1, Block 1.
All in West Central Addition.

All of the foregoing is located in the City of Fargo, Cass County, North Dakota.



CITY OF FARGO
ENGINEERING DEPARTMENT

LOCATION & ASSESSMENT AREA

STREET LIGHTING
& INCIDENTALS

IMPROVEMENT DISTRICT NO. SL-17-G

COVER SHEET
CITY OF FARGO PROJECTS

42-60

This sheet must be completed and turned in with all City of Fargo projects. NO items will be accepted by either the City Commission Office or the City Auditor's Office without this cover sheet attached and properly filled out.

Exact, full name of Improvement District as it will appear in the Contract:

Sanitary Sewer Force Main & Incidentals

Improvement District No. UN-15-B

Call For Bids June 19, 2017

Advertise Dates June 26 & July 3, 2017

Bid Opening Date July 26, 2017

Substantial Completion Date October 15, 2017

Final Completion Date November 15, 2017

N/A PWPEC Report (Part of 2017 CIP)

X Engineer's Report (Attach Copy)

X Direct City Auditor to Advertise for Bids

X Bid Quantities (Attach Copy for Auditor's Office Only)

X Notice to Property Owners (Dan Eberhardt)

Project Engineer Mark Miller

Phone No. 476-6628

The items listed above are for use on all City projects. The additional items listed below are to be checked only when all or part of a project is to be special assessed:

X Create District (Attach Copy of Legal Description)

X Order Plans & Specifications

X Approve Plans & Specifications

X Adopt Resolution of Necessity

N/A Approve Escrow Agreement (Attach Copy for Commission Office Only)

X Assessment Map (Attach Copy for Auditor's Office Only)

ENGINEER'S REPORT
SANITARY SEWER FORCE MAIN & INCIDENTALS
IMPROVEMENT DISTRICT UN-15-B

Nature & Scope

This contract will upgrade an existing Sanitary Sewer Force Main line and install new Sanitary Force Main, Gravity Sewer, and Force Main Meter Vault.

Purpose

When the Deer Creek Development started, the sanitary sewer force main (Lift Station 62) was connected to existing gravity sanitary sewer at 53rd Ave S and Veterans Blvd. This was the closest gravity connection since the 45th Street Interceptor Sewer was not extended south of 52nd Ave S, which it is now. Providing a separate connection from Lift Station 62 to the Interceptor Sewer will alleviate flows that are known to overload the existing sanitary sewers on 44th Ave S within the Osgood neighborhood.

In addition, the City of Fargo has also entered into an agreement to accept sanitary sewer from the City of Horace. This agreement involves the construction of a Meter Pit to measure flows from the City of Horace. This contract will upsize existing Force Main from Lift Station 62, (adjacent to Deer Creek Add.) and construct a new Force Main line from Veterans Blvd to the 45th St interceptor.

This project will be funded by a combination of Special Assessments and Waste Water Sales Tax Funds.

Feasibility

The costs of these improvements are estimated as follows:

Assessed Costs

Estimated Construction Cost:	\$ 516,215.82
Engineering (11%):	\$ 56,783.74
Legal & Miscellaneous (7%):	\$ 36,135.11
Administrative (6%):	\$ 30,972.95
Interest (4%):	<u>\$ 20,648.63</u>
Total Estimated Cost:	\$ 660,756.25

Non-Assess Costs (Over size Force Main & Meter Pit)

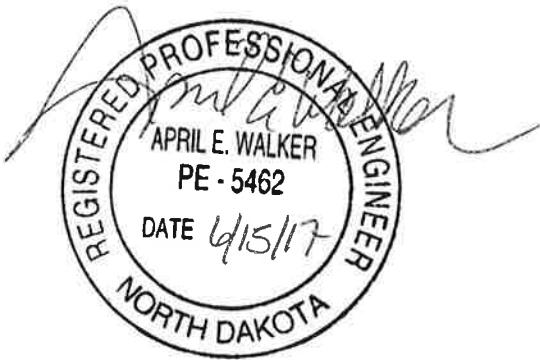
Estimated Construction Cost:	\$ 584,242.68
Engineering (6%)	\$ 35,054.56
Legal & Miscellaneous (7%)	\$ 40,896.99
Interest (4%)	<u>\$ 23,369.71</u>
Total Estimated Cost:	\$ 683,563.94

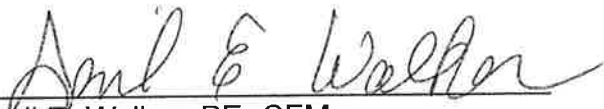
Engineer's Report
Improvement District No. UN-15-B
Page 2

Funding

Special Assessments	\$ 660,756.25
Waste Water Sales Tax Fund	<u>\$ 683,563.94</u>
Total Construction Costs	\$1,344,320.19

We believe this project to be cost effective.




April E. Walker, PE, CFM
City Engineer

June 2017

CITY OF FARGO
ENGINEERING DEPARTMENT

LOCATION & COMPRISING

SANITARY SEWER FORCE MAIN & INCIDENTALS

IMPROVEMENT DISTRICT UN-15-B

LOCATION:

5420 63rd St S and 5308 52nd Ave S.

COMPRISING:

Lots 1 through 67, Inclusive, Block 1.
Lots 1 through 10, Inclusive, Block 2.
Lots 1 through 28, Inclusive, Block 3.
Lots 1 through 26, Inclusive, Block 4.
Lots 1 through 7, Inclusive, Block 5.
Lots 1 through 5, Inclusive, Block 7.
All platted in Rocking Horse Farms Second Addition.

Lots 1 through 5, Block 1.
All platted in Rocking Horse Farms 3rd Addition.

Lots 1 and 2, Block 1.
All platted in Rocking Horse Farms 4th Addition.

All the unplatted land in the SE $\frac{1}{4}$ of Section 32, T139N, R49W.

Lots 1 and 2, Inclusive, Block 1.
All platted in Currier Trust Subdivision.

Lots 1 through 4, Inclusive, Block 1.
All platted in Ken's Subdivision.

Lots 1 through 4, Inclusive, Block 1.
Lots 1 through 4, Inclusive, Block 2.
All platted in Richard 3rd Subdivision.

Lot 1, Block 2.
All platted in Richard 2nd Subdivision.

Lots 1 through 3, Inclusive, Block 1.
All platted in Dittmer Subdivision.

Lots 1, Block 1.
All platted in GSR Addition.

All the unplatted land in the NE $\frac{1}{4}$ of Section 05, T138N, R49W.

All the unplatted land in NW ¼ of Section 05, T138N, R49W. A portion of this un-platted land is located outside the corporate limits of the City of Fargo.

Lots 1 through 27, Inclusive, Block 1.
Lots 1 through 8, Inclusive, Block 2.
Lots 1, Block 3.
Lots 1 and 2, Block 4.
All platted in Ashwood Fourth Addition.

Lots 1 through 7 and 10 through 21 and 29 through 38, Inclusive, Block 1.
Lots 1 through 11, Inclusive, Block 2.
Lots 1 through 9, Inclusive, Block 3.
Lots 1 through 31, Inclusive, Block 4.

Lots 1 through 7 and 12 through 22, Inclusive, Block 5.
Lots 1 through 13, Inclusive, Block 6.
Lots 1 through 14, Inclusive, Block 7.
Lots 1 through 23, Inclusive, Block 9.
Lots 1 through 32, Inclusive, Block 10.

Lots 1 through 123, Inclusive, Block 11.
Lots 1 through 17, Inclusive, Block 12.
Lots 1 through 22, Inclusive, Block 13.
Lots 1 through 26, Inclusive, Block 14.
Lots 1 through 35, Inclusive, Block 15.

Lots 1 through 31, Inclusive, Block 16.
Lots 1 through 57 and 59 through 89, Inclusive, Block 17.
Lots 1 through 21, Inclusive, Block 18.
Lots 1 through 20, Inclusive, Block 19.
Lots 2 through 40, Inclusive, Block 20.

Lots 1 through 43, Inclusive, Block 21.
Lots 1 through 38, Inclusive, Block 22.
Lots 1 through 31, Inclusive, Block 23.
Lots 1 through 33, Inclusive, Block 24.
All platted in Deer Creek Addition.

Lots 1 and 2, Block 1.
All platted in Deer Creek 2nd Addition.

Lots 1 through 3, Block 1.
Lots 1 through 3, Block 2.
All platted in Deer Creek 3rd Addition.

All un-platted land in the N 1/2 of Section 04, T148N, R49W. A portion of this un-platted land is located outside the corporate limits of the City of Fargo.

All of the foregoing, unless mentioned, is located in the City of Fargo, Cass County, North Dakota.



45th ST S



CITY OF FARGO
ENGINEERING DEPARTMENT

LOCATION & ASSESSMENT AREA

SANITARY SEWER FORCE MAIN
& INCIDENTALS

IMPROVEMENT DISTRICT NO. UN-15-B



FUTURE BENEFITING AREA OUTSIDE CITY LIMITS

431
June 14, 2017

200 3rd Street North
Fargo, North Dakota 58102
Phone: (701) 241-1545
Fax: (701) 241-8101
E-Mail: feng@cityoffargo.com

Honorable Board of City
Commissioners
City of Fargo
Fargo, ND

Re: Improvement District No. AN-17-C1

Dear Commissioners:

Bids were opened at 11:30 AM on Wednesday, June 14, 2017, for PC Concrete Alley Paving & Incidentals, Improvement District No. AN-17-C1, located at Blk 29 Keeney & DeVitts 2nd Addn, Blk 1 Pladson Addn, E-W alley between Oak and 1st Street North (south of 6th Avenue North)

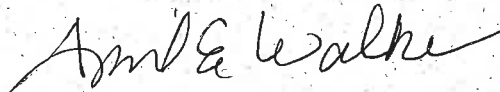
The bids were as follows:

Key Contracting Inc.	\$ 70,458.00
Dirt Dynamics	\$ 70,628.50
Adelman Concrete & Excavating, Inc.	\$ 72,343.00
All Finish Concrete, Inc.	\$ 89,620.56
Opp Construction	\$ 97,824.75
Paras Contracting	\$100,025.00
Engineer's Estimate	\$ 75,725.00

The special assessment escrow is not required.

This office recommends award of the contract to Key Contracting Inc. in the amount of \$70,458.00 as the lowest and best bid. No protests have been received.

Sincerely,



April E. Walker
City Engineer

AEW/jmg

ENGINEER'S STATEMENT OF ESTIMATED COST

IMPROVEMENT DISTRICT # AN-17-C1

PC Concrete Alley Paving & Incidentals

Blk 29 Keeney & DeVitts 2nd Addn, Blk 1 Pladson Addn, E-W Alley between Oak & 1st St N (S of 6th Ave N)

WHEREAS, bids have been opened and filed for the above described Improvement District for City of Fargo, North Dakota; and WHEREAS, an estimate of the cost of work is required by the engineer for the City of Fargo, North Dakota;

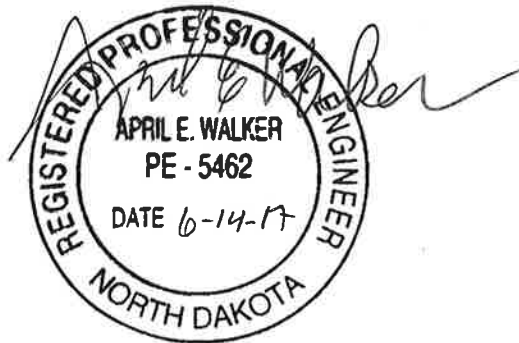
NOW THEREFORE April E. Walker, do hereby certify as follows:

That I am the City Engineer for the City of Fargo, North Dakota;

That the following is detailed statement of the estimated cost of the job described as:

PC Concrete Alley Paving & Incidentals Improvement District # AN-17-C1 of the City of Fargo, North Dakota.

Line Description	Unit	Quantity	Unit Price (\$)	Amount (\$)
Storm Sewer				
1 F&I Pipe w/GB SDR 35 - 10" Dia PVC	LF	189.00	55.00	10,395.00
2 F&I Manhole 4' Dia Reinf Conc	EA	1.00	5,500.00	5,500.00
3 F&I Inlet - Round (RDI) Reinf Conc	EA	1.00	2,600.00	2,600.00
Storm Sewer Total				18,495.00
Paving				
4 Excavation	CY	295.00	14.00	4,130.00
5 Subgrade Preparation	SY	795.00	4.00	3,180.00
6 F&I Pavement 6" Thick Reinf Conc	SY	680.00	52.00	35,360.00
7 Rem & Repl Sidewalk 4" Thick Reinf Conc	SY	3.00	100.00	300.00
8 F&I Driveway 6" Thick Reinf Conc	SY	115.00	45.00	5,175.00
9 Remove Driveway All Thicknesses All Types	SY	142.00	9.00	1,278.00
10 F&I Traffic Surface Gravel	TON	10.00	24.00	240.00
11 Mulching Type 1 - Hydro	SY	50.00	9.00	450.00
12 Seeding Type B	SY	50.00	9.00	450.00
13 Inlet Protection - Existing Inlet	EA	2.00	225.00	450.00
14 Inlet Protection - New Inlet	EA	1.00	200.00	200.00
15 Traffic Control - Type 1	LS	1.00	450.00	450.00
16 F&I Rock Mulch	TON	3.00	100.00	300.00
Paving Total				51,963.00
Total Construction in \$				70,458.00



Engineering	11.00 %	7,750.38
Legal & Misc	7.00 %	4,932.06
Contingencies	10.00 %	7,045.80
Administration	6.00 %	4,227.48
Interest	4.00 %	2,818.32

Total Estimated Costs 97,232.04

Special Assessments 97,232.04

Unfunded Costs 0.00

IN WITNESS THEREOF, I have hereunto set my hand and seal

Date: 06/14/2017

April E. Walker
City Engineer

43-2
June 14, 2017

200 3rd Street North
Fargo, North Dakota 58102
Phone: (701) 241-1545
Fax: (701) 241-8101
E-Mail: feng@cityoffargo.com

Honorable Board of City
Commissioners
City of Fargo
Fargo, ND

Re: Improvement District No. AN-17-E1

Dear Commissioners:

Bids were opened at 11:30 AM on Wednesday, June 14, 2017, for PC Concrete Alley Paving & Incidentals, Improvement District No. AN-17-E1, located at Blk T Chas A Roberts Addn, 9 Ave S to 10 Ave S (8 & 9 St)

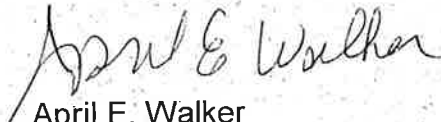
The bids were as follows:

Key Contracting Inc.	\$51,686.00
Adelman Concrete & Excavating	\$52,832.00
Dirt Dynamics	\$53,792.00
All Finish Concrete	\$65,791.00
Opp Construction LLC	\$69,072.50
Paras Contracting, Inc.	\$75,506.00
Engineer's Estimate	\$63,399.00

The special assessment escrow is not required.

This office recommends award of the contract to Key Contracting Inc. in the amount of \$51,686.00 as the lowest and best bid. No protests have been received.

Sincerely,


April E. Walker
City Engineer

AEW/klo

ENGINEER'S STATEMENT OF ESTIMATED COST

IMPROVEMENT DISTRICT # AN-17-E1

PC Concrete Alley Paving & Incidentals

Blk T Chas A Roberts Addn, 9th Ave S to 10th Ave S (8th St S & 9th St S)

WHEREAS, bids have been opened and filed for the above described Improvement District for City of Fargo, North Dakota; and WHEREAS, an estimate of the cost of work is required by the engineer for the City of Fargo, North Dakota;

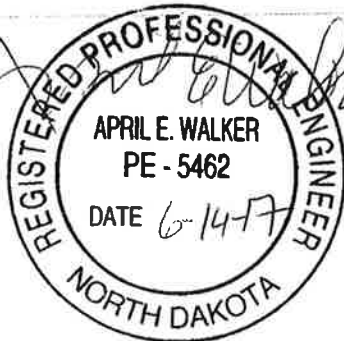
NOW THEREFORE April E. Walker, do hereby certify as follows:

That I am the City Engineer for the City of Fargo, North Dakota;

That the following is detailed statement of the estimated cost of the job described as:

PC Concrete Alley Paving & Incidentals Improvement District # AN-17-E1 of the City of Fargo, North Dakota.

Line	Description	Unit	Quantity	Unit Price (\$)	Amount (\$)
Paving					
1	Excavation	CY	290.00	16.00	4,640.00
2	Subgrade Preparation	SY	738.00	4.00	2,952.00
3	Rem & Repl Curb & Gutter	LF	29.00	32.00	928.00
4	F&I Pavement 6" Thick Reinf Conc	SY	680.00	54.00	36,720.00
5	F&I Sidewalk 4" Thick Reinf Conc	SY	11.00	45.00	495.00
6	Remove Sidewalk 4" Thick Conc	SY	8.00	20.00	160.00
7	F&I Driveway 6" Thick Reinf Conc	SY	58.00	45.00	2,610.00
8	Remove Driveway All Thicknesses All Types	SY	69.00	9.00	621.00
9	Mulching Type 1 - Hydro	SY	50.00	9.00	450.00
10	Seeding Type B	SY	50.00	9.00	450.00
11	Inlet Protection - Existing Inlet	EA	4.00	225.00	900.00
12	Traffic Control - Type 1	LS	1.00	550.00	550.00
13	F&I Rock Mulch	TON	10.00	21.00	210.00
Paving Total					51,686.00
Total Construction in \$					51,686.00



Engineering	11.00 %	5,685.46
Legal & Misc	7.00 %	3,618.02
Contingencies	10.00 %	5,168.60
Administration	6.00 %	3,101.16
Interest	4.00 %	2,067.44
Total Estimated Costs		71,326.68
Special Assessments		71,326.68
Unfunded Costs		0.00

IN WITNESS THEREOF, I have hereunto set my hand and seal

Date: 06/14/2017

April E. Walker

April E. Walker

City Engineer

43-3
June 14, 2017

ENGINEERING DEPARTMENT

200 3rd Street North
Fargo, North Dakota 58102
Phone: (701) 241-1545
Fax: (701) 241-8101
E-Mail: feng@cityoffargo.com

Honorable Board of City
Commissioners
City of Fargo
Fargo, ND

Re: Improvement District No. BR-17-F1

Dear Commissioners:

Bids were opened at 11:30 AM on Wednesday, June 14, 2017, for Water Main Replacement, Street Reconstruction & Incidentals, Improvement District No. BR-17-F1, located at 4 Ave N from alley east of Broadway thru 3 St and 3 St from 4 – 5 Ave N.

The bids were as follows:

Master Construction Co., Inc.	\$1,987,766.00
KPH, Inc.	\$2,283,198.95
Dakota Underground Co.	\$2,330,183.27
Engineer's Estimate	\$2,522,663.00

The special assessment escrow is not required.

This office recommends award of the contract to Master Construction in the amount of \$1,987,766.00 as the lowest and best bid. No protests have been received.

Sincerely,



April E. Walker
City Engineer

AEW/klo

**ENGINEER'S STATEMENT OF ESTIMATED COST****IMPROVEMENT DISTRICT # BR-17-F1****Water Main Replacement, Street Reconstruction & Incidentals**

4th Ave N from alley east of Broadway thru 3rd St and 3rd St from 4th to 5th Ave N

WHEREAS, bids have been opened and filed for the above described Improvement District for City of Fargo, North Dakota; and WHEREAS, an estimate of the cost of work is required by the engineer for the City of Fargo, North Dakota;

NOW THEREFORE April E. Walker, do hereby certify as follows:

That I am the City Engineer for the City of Fargo, North Dakota;

That the following is detailed statement of the estimated cost of the job described as:

Water Main Replacement, Street Reconstruction & Incidentals Improvement District # BR-17-F1 of the City of Fargo, North Dakota.

Line Description	Unit	Quantity	Unit Price (\$)	Amount (\$)
Sanitary Sewer				
1 Remove Pipe All Sizes All Types	LF	1,620.00	5.00	8,100.00
2 Remove Manhole	EA	6.00	500.00	3,000.00
3 F&I Manhole 4' Dia Reinf Conc	EA	3.00	6,700.00	20,100.00
4 Transfer Sewer Svc	EA	16.00	1,100.00	17,600.00
5 F&I Pipe w/GB SDR 26 - 6" Dia PVC	LF	570.00	63.00	35,910.00
6 F&I Pipe w/GB SDR 26 - 10" Dia PVC	LF	38.00	70.00	2,660.00
7 F&I Pipe w/GB SDR 35 - 12" Dia PVC	LF	120.00	72.00	8,640.00
8 F&I Pipe w/GB SDR 35 - 18" Dia PVC	LF	950.00	119.00	113,050.00
9 F&I 1-1/4" Trench Found Rock 4" thru 12" Dia	LF	100.00	5.00	500.00
10 F&I 1-1/4" Trench Found Rock 14" thru 24" Dia	LF	100.00	7.00	700.00
11 F&I Manhole 5' Dia Reinf Conc	EA	1.00	5,800.00	5,800.00
Sanitary Sewer Total				216,060.00
Water Main Replacement				
12 Remove Pipe All Sizes All Types	LF	1,000.00	7.00	7,000.00
13 F&I Hydrant	EA	3.00	4,900.00	14,700.00
14 F&I Fittings Ductile Iron	LB	7,260.00	4.00	29,040.00
15 F&I Pipe w/GB C900 DR 18 - 4" Dia PVC	LF	120.00	60.00	7,200.00
16 F&I Pipe w/GB C900 DR 18 - 6" Dia PVC	LF	145.00	70.00	10,150.00
17 F&I Pipe w/GB C900 DR 18 - 8" Dia PVC	LF	87.00	90.00	7,830.00
18 F&I Pipe w/GB C900 DR 18 - 10" Dia PVC	LF	970.00	90.00	87,300.00
19 F&I Pipe w/GB C900 DR 18 - 16" Dia PVC	LF	75.00	120.00	9,000.00
20 F&I Gate Valve 4" Dia	EA	5.00	1,900.00	9,500.00
21 F&I Gate Valve 6" Dia	EA	6.00	2,100.00	12,600.00
22 F&I Gate Valve 8" Dia	EA	3.00	2,400.00	7,200.00
23 F&I Gate Valve 10" Dia	EA	5.00	2,900.00	14,500.00
24 F&I Insulation 2" Thick	SY	30.00	30.00	900.00
25 Furnish Temp Water Svc	EA	8.00	1,000.00	8,000.00
26 Transfer Water Svc	EA	5.00	400.00	2,000.00
27 F&I CS & Box 1" Dia	EA	3.00	450.00	1,350.00
28 F&I Pipe w/GB 1" Dia Copper	LF	100.00	45.00	4,500.00
29 F&I Pipe w/GB 2" Dia Copper	LF	55.00	50.00	2,750.00
30 Burst Pipe 6" to 8" Dia	LF	228.00	125.00	28,500.00
Water Main Replacement Total				264,020.00
Storm Sewer				
31 Remove Pipe All Sizes All Types	LF	665.00	5.00	3,325.00
32 Remove Manhole	EA	5.00	200.00	1,000.00
33 Remove Inlet	EA	12.00	100.00	1,200.00
34 F&I Pipe w/GB 12" Dia Reinf Conc	LF	155.00	49.00	7,595.00

**ENGINEER'S STATEMENT OF ESTIMATED COST****IMPROVEMENT DISTRICT # BR-17-F1****Water Main Replacement, Street Reconstruction & Incidentals**

35 F&I Pipe w/GB 15" Dia Reinf Conc	LF	570.00	52.00	29,640.00
36 F&I Pipe w/GB 21" Dia Reinf Conc	LF	33.00	60.00	1,980.00
37 F&I Pipe w/GB 24" Dia Reinf Conc	LF	5.00	100.00	500.00
38 F&I Inlet - Single Box (SBI) Reinf Conc	EA	8.00	2,200.00	17,600.00
39 F&I Inlet - Manhole (MHI) 4' Dia Reinf Conc	EA	3.00	2,400.00	7,200.00
40 F&I Manhole 4' Dia Reinf Conc	EA	2.00	3,500.00	7,000.00
41 F&I Manhole 6' Dia Reinf Conc	EA	1.00	5,800.00	5,800.00
42 Repair Manhole Floor & Invert	EA	1.00	700.00	700.00
Storm Sewer Total				83,540.00

Paving

43 Remove Pavement All Thicknesses All Types	SY	6,800.00	12.00	81,600.00
44 Remove Curb & Gutter	LF	2,200.00	7.00	15,400.00
45 Remove Driveway All Thicknesses All Types	SY	340.00	10.00	3,400.00
46 Remove Sidewalk All Thicknesses All Types	SY	2,000.00	8.00	16,000.00
47 Subgrade Preparation	SY	7,300.00	3.00	21,900.00
48 F&I Woven Geotextile	SY	7,300.00	2.50	18,250.00
49 F&I Edge Drain 4" Dia PVC	LF	2,200.00	8.50	18,700.00
50 F&I Class 5 Agg - 12" Thick	SY	7,300.00	12.00	87,600.00
51 F&I Curb & Gutter Standard (Type II)	LF	2,200.00	19.00	41,800.00
52 F&I Pavement 9" Thick Doweled Conc	SY	6,700.00	75.00	502,500.00
53 F&I Driveway 7" Thick Reinf Conc	SY	400.00	65.00	26,000.00
54 F&I Sidewalk 4" Thick Reinf Conc	SY	1,900.00	40.00	76,000.00
55 F&I Impressioned 6" Thick Reinf Conc	SY	425.00	80.00	34,000.00
56 F&I Det Warn Panels Cast Iron	SF	352.00	40.00	14,080.00
57 F&I Flat MH Cover 8" Thick Reinf Conc	EA	1.00	1,000.00	1,000.00
58 Rem & Repl Casting - Self Leveling	EA	7.00	1,200.00	8,400.00
59 Casting to Grade - w/Conc	EA	21.00	500.00	10,500.00
60 Casting to Grade - no Conc	EA	2.00	400.00	800.00
61 GV Box to Grade - w/Conc	EA	15.00	350.00	5,250.00
62 GV Box to Grade - no Conc	EA	2.00	300.00	600.00
63 Stormwater Management	LS	1.00	2,500.00	2,500.00
64 Inlet Protection - Existing Inlet	EA	16.00	115.00	1,840.00
65 Inlet Protection - New Inlet	EA	9.00	115.00	1,035.00
66 Temp Construction Entrance	EA	3.00	1,500.00	4,500.00
67 Traffic Control - Type 1	LS	1.00	5,000.00	5,000.00
68 Temp Fence - Safety	LS	1.00	15,500.00	15,500.00
69 Construction Signing	SF	36.00	11.00	396.00
Paving Total				1,014,551.00

Street Lighting

70 F&I Base 6' Deep Reinf Conc	EA	21.00	450.00	9,450.00
71 Remove Base	EA	22.00	350.00	7,700.00
72 F&I Innerduct 1.5" Dia	LF	2,706.00	5.50	14,883.00
73 F&I Luminaire Type A	EA	16.00	2,400.00	38,400.00
74 F&I Light Standard Type A	EA	16.00	1,900.00	30,400.00
75 F&I Conductor #6 USE Cu	LF	8,937.00	1.25	11,171.25
76 Remove Street Light	EA	17.00	110.00	1,870.00
77 Relocate Street Light	EA	5.00	1,050.00	5,250.00
78 Remove Feed Point	EA	1.00	275.00	275.00
79 Remove Pull Box	EA	1.00	385.00	385.00
Street Lighting Total				119,784.25

Signing

**ENGINEER'S STATEMENT OF ESTIMATED COST****IMPROVEMENT DISTRICT # BR-17-F1****Water Main Replacement, Street Reconstruction & Incidentals**

80 F&I Sign Assembly	EA	8.00	50.00	400.00
81 F&I Sign Assembly & Anchor	EA	9.00	130.00	1,170.00
82 F&I Diamond Grade Cubed	SF	27.00	26.00	702.00
83 F&I Engineering Grade	SF	43.00	20.00	860.00
Signing Total				3,132.00

Pavement Markings

84 Paint Epoxy Line 4" Wide	LF	4,737.00	3.00	14,211.00
85 Paint Epoxy Line 6" Wide	LF	480.00	6.50	3,120.00
86 Paint Epoxy Line 8" Wide	LF	272.00	5.50	1,496.00
87 Paint Epoxy Line 16" Wide	LF	140.00	13.00	1,820.00
88 Paint Epoxy Message	SF	84.00	11.00	924.00
89 Pavement Markings	LF	1,088.00	2.75	2,992.00
90 F&I Grooved Thermoplastic Pavement Marking Message	SF	56.00	38.00	2,128.00
91 F&I Grooved Plastic Film 4" Wide	LF	377.00	6.50	2,450.50
92 Obliterate Pavement Markings	SF	160.00	13.00	2,080.00
Pavement Markings Total				31,221.50

landscaping

93 F&I Structural Soil	SY	200.00	250.00	50,000.00
94 F&I Tree Grate Cast Iron	EA	15.00	2,500.00	37,500.00
95 F&I Decid Tree 1.5" Dia	EA	15.00	395.00	5,925.00
landscaping Total				93,425.00

Traffic Signals

96 Remove Pull Box PVC	EA	3.00	600.00	1,800.00
97 Salvage Signal Cable	LS	1.00	750.00	750.00
98 F&I Pull Box PVC	EA	3.00	1,350.00	4,050.00
99 F&I Ped Push Button & Sign	EA	8.00	950.00	7,600.00
100 F&I Ped Push Button Post	EA	4.00	500.00	2,000.00
101 Salvage Signal Standard	EA	1.00	1,050.00	1,050.00
102 F&I Foundation Type IV/Combo	EA	1.00	1,050.00	1,050.00
103 Remove Foundation Type V	EA	1.00	275.00	275.00
104 Remove Foundation Controller	EA	1.00	550.00	550.00
105 F&I Head 3 Sect w/12" LED MA Mtd	EA	2.00	1,100.00	2,200.00
106 Relocate Head	EA	1.00	385.00	385.00
107 Relocate Ped Head	EA	2.00	450.00	900.00
108 Salvage Traffic Signal Equipment	LS	1.00	1,300.00	1,300.00
109 F&I Emerg Veh Pre-emption System	EA	1.00	7,500.00	7,500.00
110 F&I Detection - Video System	EA	1.00	31,000.00	31,000.00
111 F&I PTZ Camera System	EA	1.00	8,000.00	8,000.00
112 F&I Equipment Fargo Type B Cabinet	EA	1.00	30,000.00	30,000.00
113 F&I Signal Cable AWG 14/2	LF	996.00	1.00	996.00
114 F&I Signal Cable AWG 14/20	LF	494.00	4.50	2,223.00
115 F&I Signal Cable 3M Opticom	LF	283.00	1.75	495.25
116 F&I Signal Cable #6 RHW	LF	52.00	2.00	104.00
117 F&I Signal Cable #6 THW	LF	26.00	2.00	52.00
118 F&I Signal Cable CAT 6	LF	694.00	2.00	1,388.00
119 F&I Conduit 1" Dia	LF	64.00	7.00	448.00
120 F&I Conduit 2" Dia	LF	86.00	10.00	860.00
121 F&I Conduit 4" Dia	LF	312.00	13.00	4,056.00
122 F&I Fiber Optic Cable	LF	2,500.00	3.00	7,500.00
123 F&I Fiber Optic Terminations & Equip	LS	1.00	17,500.00	17,500.00
124 F&I Traffic Signal - Street Light Combo Feed Point	EA	1.00	10,500.00	10,500.00

**ENGINEER'S STATEMENT OF ESTIMATED COST****IMPROVEMENT DISTRICT # BR-17-F1****Water Main Replacement, Street Reconstruction & Incidentals**

125 F&I Signal Standard Type IV - 24' MA

EA

1.00

15,500.00

15,500.00

Traffic Signals Total

162,032.25

Total Construction in \$**1,987,766.00**

Engineering

8.50 %

168,960.11

Legal & Misc

3.00 %

59,632.98

Contingencies

10.00 %

198,776.60

Administration

3.00 %

59,632.98

Interest

4.00 %

79,510.64

Total Estimated Costs**2,554,279.31**

Utility Funds - Wastewater - 521

132,877.00

Utility Funds - Water - 501

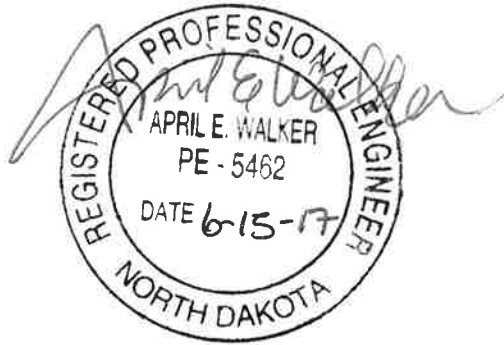
162,372.00

Sales Tax Funds - Infrastructure - 420

927,227.31

Special Assessments

1,331,803.00

Unfunded Costs**0.00**

IN WITNESS THEREOF, I have hereunto set my hand and seal

Date: 06/15/2017

April E. Walker

City Engineer